TOWN OF ARLINGTON

ANNUAL REPORT

1997

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Town of Arlington
Massachusetts

1997 Annual Report

Board of Selectmen

Kevin F. Greeley , Chairman
Charles Lyons, Vice Chairman
Stephen J. Gilligan
Kathleen Kiely Dias
John W. Hurd

Town Manager
Donald R. Marquis

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CREDITS/ACKNOWLEDGEMENTS

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BOARD OF SELECTMEN

Since 1953 the citizens of Arlington have entrusted non-school related management functions of town government to the purview of an elected five member Board of Selectmen and the day to day management responsibilities to a Town Manager appointed by the Board of Selectmen. The Board of Selectmen is very pleased with the professional performance of Town Manager Donald R. Marquis, who has served the town in this capacity since 1966, along with the dedicated town employees who provide needed basic services to Arlington residents. Moreover, the Board applauds the assistance and involvement of many volunteer citizens such as Town Meeting Members, Finance Committee Members, and citizens active on various committees.

In April, the Board of Selectmen elected Kevin F. Greeley as Chairman and Charles Lyons as Vice Chairman. Selectman Kathleen Dias was reelected to a three-year term in 1997. Member John W. Hurd was elected for the first time to the Board in 1997.

There were many responsibilities the Board of Selectmen undertook during 1997 that deserve special recognition.

Town Presence on the Internet

Working closely with the Data Processing Advisory Board and concerned citizens the Board made it a priority to establish a presence on the World Wide Web. Citizens can now visit the "virtual town hall" at www.townonline.com/arlington. This allows citizens easy access to public records such as minutes of Board of Selectmen meetings and the Annual Town Meeting Warrant. This year students in Arlington's public schools began to enjoy use of MediaOne's Internet service; a condition of the cable license negotiated by the Board in 1995.

Introducing a New Competition in Television

In the fall of 1997 the Board of Selectmen successfully negotiated an agreement with a new video systems provider, Residential Communications Network, Inc. (RCN). Arlington was the first town in Massachusetts to sign an agreement with an Open Video Systems provider. It is anticipated that RCN will provide service to the Town by the summer of 1998. It is the hope of the Board that the introduction of new competition will mean better and more economical service to the consumer. The Board also successfully negotiated the installation of a fiber optic network to all municipal and school buildings, providing the Town with an excellent infrastructure to take us into the twenty-first century.

Arlington Board of Selectmen: (seated, front row): Charles Lyons, Vice Chairman; Kathleen Kiely Dias, Kevin F. Greeley, Chairman; (Standing): Stephen J. Gilligan and John W. Hurd.

Community Development Block Grant Funds

Since 1975 the Town of Arlington has received Community Development Block Grant (CDBG) funding, from the federal government. These funds are earmarked by formula to communities that have a population of over 50,000 residents. In 1978, 1982, 1987, 1993, and occasionally in between, the Town Manager, the Planning Director, and the Board of Selectmen successfully lobbied the United States Congress to maintain eligibility for receipt of these funds to Arlington. The Planning Director, Alan McClennen, Jr., assumed responsibility to manage this $1.5 million program. In 1997 the Board of Selectmen maintained its practice of using these funds mostly for capital intensive projects because of the continued uncertainty of federal appropriations. This year's priorities included funding for improvement to the Arlington Heights Business District. The Board served as an intermediary between the Redevelopment Board and Chamber of Commerce during the process of redesigning Arlington Heights. In addition to CDBG funds, the Board also approved use of Chapter 90 funds to improve the area roadways.

Through appropriation of CBDG funds the Board of Selectmen also initiated an effort to save Spy Pond. The Board provided funding to study various reports completed on Spy Pond and empowered Vision 2020 to make the restoration and preservation of Spy Pond one of its primary goals. Co-Chairmen Alan McClennen, Jr., and Jane Howard have gathered an impressive and enthusiastic group of individuals to join this effort. The Board looks forward to watching their progress in 1998.

EXECUTIVE SERVICES

Helping Arlington get its Fair Share

Amid the controversy surrounding the lease of land for cellular antennas by the Massachusetts Water Resources Authority on Turkey Hill, the Board initiated state legislation to share resources from the rental income derived from this property. Thanks in large part to the efforts of Senator Robert A. Havern III, the town now receives fifty percent of all proceeds from rent on this property.

Meeting Neighborhood Needs

This year the Board took an active role in meeting the needs of its constituency. There were several subcommittees formed to deal with various concerns of residents. These groups all meet on a regular basis. Subcommittees include the Gibbs Neighborhood group, which meets regularly with members of the Board and Town Officials to address concerns about the upkeep and operation of the leased Gibbs School. The Selectmen's Municipal Parking Subcommittee worked with members of the Chamber of Commerce, Redevelopment Board, and Zoning Board of Appeals to address parking issues in both Arlington Center and Arlington Heights.

Active Election Year

The members of the Board of Selectmen are the election officers for the Town and 1997 was a very busy year. There were four elections and three Special Town Meetings in addition to the Annual Town Meeting held in the spring. The June special election on the debt exclusion to fund the repair of the town's elementary schools lost by thirty-four votes. The Board acknowledges, with special recognition, the commitments made by Janice Bakey and John Bilafer, Town Treasurer, on their efforts to improve schools in Arlington.

TOWN MANAGER

Nineteen ninety-seven marked my thirty-first year as Town Manager. It has been my pleasure and good fortune to serve as your Town Manager, and I would like to thank all the Selectmen under whom I have served and all the citizens for their continued confidence and support.

Each year, honoring a long-standing tradition, the Town provides citizens with the Annual Report, which gives citizens an opportunity to avail themselves with important information about the Town's financial condition, program offerings, and long-term goals. This report contains important information about the activities and events within the Town during 1997. For detailed information regarding departmental activities, we refer you to the respective department reports.

Educational Plan for the 21st Century

We were all very disappointed when the debt exclusion for the seven elementary schools was defeated on June 10th. The town will scale down the school renovation project and try again in late winter. I am very confident that the vote will be successful this time.

The renovation and expansion of the Ottoson Middle School began in August of 1996. This project is the beginning of an ambitious effort to renovate all of the town's school buildings. The renovation and expansion of the Ottoson was essential for the town to meet its goal of having sixth grade students join the seventh and eighth grade students in a newly configured middle school. The completion of the Middle School will be well suited to meet the educational needs of students in the twenty-first century. The School Building Infrastructure Program is a vital part of both our educational program and the maintenance of property values within the Town of Arlington.

Refuse Collection/Disposal

In 1997, the town was able to renew its refuse collection contract with BFI for three more years with an option to renew for an additional three years. Our collection costs starting July 1, 1998 will be the same as last year and in subsequent years the costs will go up based on cost-of-living increases.

Arlington, along with twenty-two other municipalities, has been part of the North East Solid Waste Communities (NESWC) since 1985. The reason for joining NESWC was to ensure a place to dispose of our refuse that made sense economically as well as environmentally. I believe having a guaranteed place to dispose of our refuse will continue to be the driving force in the future. We all know the drawbacks regarding our refuse plant -- the high tipping fees, the put-or-pay provision, etc. We also know, however, that the failure of the state to close unapproved sanitary landfills across Massachusetts and the glut of energy in New England has adversely affected NESWC. Notwithstanding that, our disposal costs have stabilized in recent years. We have been able to accomplish that primarily for three reasons. The first has been our ability to refinance our debt thereby saving approximately $31 million to the twenty-three communities involved. The second was the negotiation of a settlement with New England Power Company in the amount of $14 million in return for the reduced revenues we received in the past. The third was our ability to successfully market our unused space at the plant and recyclables.

Donald R. Marquis, Town Manager

Fiscal Picture

In Fiscal Year 1999, our estimated tax levy is $47.8 million. State aid is estimated at $14.9 million. The Town has seen an increase in renovations and construction during 1997 causing increases in the tax base. The positive economic trends experienced during 1997 should continue during 1998. This coupled with the low cost-of-living increase in this area has stabilized our fiscal picture.

Most of the increases in the Town's budget are from fixed costs such as pensions, health insurance, Medicare and sanitation tipping fees. The operating budgets have been fairly stable over the past several years.

As the Congress continues to express interest in the devolution of responsibility to the States and localities, we need to carefully watch to be certain that we do not receive additional responsibilities without adequate compensation. Additionally we need to work with the State legislature to ensure adequate state aid and funding of education reform.

EXECUTIVE SERVICES

Information Technology

The town is in the second year of a long-term plan for information technology improvements. During 1997, the town's goal was to bring all departments up to the same level of computerization. Much of that has been accomplished. The Fiscal Year 1999 Capital Plan, as proposed, will continue with the plan adding increased capacities in many of the departments. The plan also incorporates funding for educational computers. The major expenditure in the Information Technology Plan for Fiscal Year 1999 will be a new telephone system. The current telephone system is no longer being serviced and has experienced problems both in its capacity to service the town's needs and in reliability. That coupled with its inability to be reprogrammed for the year 2000 has caused it to remain a high priority for the Information Technology plan.

Renovations of Various Town Property Continues

Over the course of my tenure we have had major renovations on almost every town building. During the 1970's the town renovated the Gibbs School, the Ottoson Junior High, the Arlington High School, the Veterans' Memorial Rink and the Public Works Yard. In the 1980's the Central School was turned into a multi-purpose senior center and a new Community Safety Building was built. One of the most extensive periods of renovation occurred during the 1990's when the Robbins Library, the Edith Fox Community Building, Robbins Memorial Town Hall, Whittemore Robbins House and Ottoson Middle School were all renovated and in the case of the Ottoson and Library expanded. Plans for the upcoming year include continued renovations to the Town Hall and to the Winifred Robbins Memorial Garden located between the Town Hall and Robbins Library. We still have additional plans for renovations at the Town Hall for the next several years, including the auditorium. The three Fire Stations are the only major Town building renovations which will need to be refurbished in the coming years. With the school renovations occuring over the next ten years, the Town should be in a strong infrastructure position entering the next millennium.

Town Beautification

Six years ago the town embarked on a new effort to beautify many town areas and the center. By the end of 1997, more than forty businesses, civic organizations, neighborhood associations, and private individuals had adopted parks, traffic islands, and sections of the Minuteman Bikeway. These individuals have agreed to do plantings and regular maintenance of these areas. The town will assume responsibility for watering the areas. In recognition of their efforts, the town places a small sign acknowledging the sponsor's effort. We intend to increase our beautification efforts to landscape different areas of town this year. This is a program that has been exceedingly popular, and it is obvious that citizens want us to do more beautification.

Personnel Changes

In 1997 the Town experienced changes in several key department heads. In February, Pat Libby, Personnel Director took a job in the Lynn School System. John D. Dunlap, Assistant Town Manager/Purchasing Agent at the time assumed the duties of the Personnel Director until July when he was formally appointed to the position. In July the Director of Public Works, Joe Loyacano took a position in Connecticut. The Town is in the process of recruiting a replacement for that position at this writing. In the interim Teresa H. DeBenedictis who has returned to the Town's employment as the Assistant Town Manager/ Purchasing Agent is filling the position. I wish Pat and Joe continued success in their careers.

DATELINE

March 7th, 1998 *- Town voters overwhelmingly approved the scaled down school debt exclusion. Thank you, Arlington and thanks to the small army of volunteers who worked so diligently in getting the message out to all the voters.*

March 1998 *– The Department of Public Works welcomes a new Director, Richard Bento. Mr. Bento has over 25 years of experience in public works in Massachusetts.*

PERSONNEL DEPARTMENT

The Personnel Department worked in conjunction with many of the Departments in the Town to improve the organizational structure, select and promote qualified candidates, and address any personnel problems, in order to provide for greater efficiency and a greater level of service to the Public.

This year the Personnel Department conducted reviews and helped make organizational changes in the Division of Building Inspections, the Department of Planning and Community Development, the Office of the Town Treasurer, the Department of Public Works, Division of Engineering and Division of Natural Resources.

The entry-level examination for Police Officer was held on April 26, 1997. In October the Town of Arlington made conditional offers of employment to five candidates, all of who will be attending the Police Academy in the early part of 1998. In February the Town made conditional offers of employment to six candidates for the position of Firefighter. In June, five of the candidates graduated from the Academy and are now on the force. The next entry-level examination for Firefighters will be held on May 9, 1998. Police Officer and Firefighter are Civil Service titles and the State's Human Resources Division (HRD) administers the tests for these positions. Prior to the exam, the Town displayed announcement posters in the Town Hall, other public buildings and veterans' organizations. Persons interested in obtaining exam applications and information were able to do so at the personnel office located on the third floor of the Town Hall Annex or at HRD, One Ashburton Place, Boston. This year, the personnel office handled over 250 requests for firefighter exam application material.

The Personnel Department was directly involved in conducting interviews and selecting candidates for a number of positions including, Public Works Director, Veterans' Agent, Health Compliance Officer for Sanitary Inspections, and Health Compliance Officer for Tobacco Control, Police Officers, Firefighters, Community Safety Dispatch, Recreation Facilities Coordinator, as well as several positions in the clerical workforce.

As provided by the Town By-Laws, five employees requested reclassification of their positions in the Fall of 1996. The Personnel Director recommended that one employee be reclassified. In early 1997, the Personnel Board heard two appeals. In both cases the Board upheld the recommendation of the Director of Personnel. The Board is composed of three residents of the Town with career experience in Human Resources, but who are not employed by the Town. As part of the appeal process, the Personnel Board consults with the director and meets individually with each appellant. All recommendations for reclassification are subject to the approval of the Annual Town Meeting. The 1997 Annual Town Meeting approved the one reclassification request that was recommended by the Director of Personnel.

The Director of Personnel also serves as the Town's Sexual Harassment Officer, who is responsible for both investigations into any allegations of harassment and preventative education programs. In the spring of 1997 the Department of Personnel sponsored an education workshop on Sexual Harassment in the Workplace. Close to fifty employees in Upper and Middle Management positions attended this afternoon workshop. Next year, workshops will be held for employees in different divisions of the Department of Public Works. The Sexual Harassment Workshop Series is part of the Town's ongoing effort to ensure that the Town of Arlington provides a safe and healthy working environment for all of our employees.

Other activities in the Personnel Office included working with the Data Processing Department and the Payroll Division to begin implementation of a new computer software program for Personnel and Payroll records. In addition the Personnel Director assists the Town Counsel/Director of Labor Relations as part of the Town's Collective Bargaining Team, that meets with the Town's six unions to negotiate labor contracts.

In February of 1997, Director of Personnel, Patricia Libby left the Town of Arlington to become the Director of Personnel for the City of Lynn, Public School Systems. The Town thanks Pat for her years of service and wishes her well in her new position. Following her departure, John Dunlap, who was serving as the Assistant Town Manager/Purchasing Agent, became the Director of Personnel.

Affirmative Action

The Affirmative Action Advisory Committee (AAAC) continued its monthly meetings throughout the year. The committee received and reviewed monthly reports from the Director of Personnel/Affirmative Action Officer about hirings in the Town. The principal focus of the committee is to ensure that people of all races and ethnic backgrounds are given equal opportunity to apply for and receive positions of employment with the Town of Arlington.

The Committee met with the Town Manager to discuss issues concerning diversity in the municipal workforce. The committee met on numerous occasions with the Director of Police Services to discuss efforts to diversify the Town's Police Force. Additionally, the Committee met with the Director of Fire Services to discuss gender integration in Fire Services. In November, the AAAC met with the Chair of the Arlington School Committee and the Assistant Superintendent for Business to discuss diversity in the Arlington Public School workforce.

Another major function of the AAAC is to receive and review reports submitted by the Affirmative Action Officer relative to the level of minority participation at

public building construction projects. The Committee has focused much attention at the level of minority participation at the Ottoson Middle School Construction Project. At the beginning of the year there was a four percent participation rate. By year-end the participation rate had grown to nine percent, one percentage short of the Town's goal.

The Affirmative Action Advisory Committee has established the following mission statement:

"The Town of Arlington recognizes its legal obligation and moral responsibility to provide Equal Employment Opportunity to its employees and potential employees. The Affirmative Action Advisory Committee, a volunteer committee appointed by the Town Manager, is committed to the Affirmative Action program to prevent discriminatory employment practices. The Committee assists the Town in implementing its Affirmative Action Plan which creates the mechanism and sets the standards by which Equal Opportunity and Affirmative Action will be assured."

The Affirmative Action Advisory Committee has increased its membership to seven members. Individuals interested in joining the committee or attending any of the open meetings should contact the Affirmative Action Office at Town Hall at 646-1000, extension 4110. They may also contact any of the current committee members whose names appear in this annual report.

LEGAL DEPARTMENT

The primary objective of this department continues to be to advise all Town boards and officials about their legal responsibilities and prerogatives. The Department also represents the Town, its agencies and officers both in courts of various jurisdiction as well as before state administrative agencies such as the Civil Service Commission, the Labor Relations Commission, the Massachusetts Commission Against Discrimination and the Department of Industrial Accidents. Additional duties include the drafting of warrant articles and votes at Town Meeting time for both Town officials and citizens of the Town.

As a corporation, the Town is constantly involved in contractual and other legal arrangements with public and private agencies in the purchase of properties and materials, the rendering of services and awarding of grants. The Town Counsel prepares many applications, contracts, leases, deeds and other legal instruments concerning these matters.

The Town Counsel as Director of Labor Relations represents the Town Manager as the Town's agent in collective bargaining with six employee unions. These duties include supervision of negotiations, contract administration, and grievance arbitration's proceedings.

Another major objective of this department is to manage and direct the Town of Arlington's Workers' Compensation Self-Insurance program. Through the timely processing of claims and the attentive investigation of accidents, this department aims to protect workers from the economic consequences of injury, promote safe work environments, encourage appropriate return to work dates after injury and seeks overall to limit the Town's liability consistent with the fair treatment of injured workers. The department also prepares and litigates all contested Workers' Compensation cases before the Department of Industrial Accidents as well as reviewing and responding to any pending legislation affecting the Town's Workers' Compensation program.

This department also oversees line of duty injury claims administration for all police and fire personnel. The goal related to this responsibility is to provide complete claims management for any injured on duty uniformed employee of the police and fire divisions consistent with appropriate provisions of law, fairness to effected employees, and prudent financial practices.

When work related injuries occur through the suspected negligence of third party tortfeasors, this department thoroughly investigates the facts and circumstances. Where appropriate, a subrogation claim is filed in order to recover wage reimbursement and medical expenses incurred by the Town. This past year this department was successful in recovering approximately $50,000 in subrogation amounts.

FINANCE COMMITTEE

During 1997, Allan Tosti assisted by vice chairs Richard C. Fanning, Abigail DuBois, and Charles T. Foskett chaired the Finance Committee. Peter B. Howard served as secretary.

The Finance Committee began its annual effort to develop a comprehensive set of balanced budget recommendations for Town Meeting in late January after receiving the proposed town budgets. The budget of each department was reviewed with the department head. The school budget subcommittee attended School Committee meetings in order to gain an understanding of the school budget. Hearings were held on all Warrant Articles that required an appropriation or had a financial impact. More than seventeen full committee meetings were held which, when combined with numerous subcommittee work sessions, made for a busy winter schedule. In addition, the committee met for a half-hour before each Town Meeting to formulate a position on last minute proposals.

A major concern as the year began was a proposed extension of the trash disposal contract at the North Andover facility that serves twenty-three towns in the region. Over the summer a subcommittee consisting of Daniel O'Neill, Chair, Paul Olsen, and Peter Howard studied the proposed contract. This contract would extend the present contract, due to expire in 2005, for ten additional years but would make many changes favorable to the town. The negotiations between the towns and the facility continued and the contract options were revised in hopes of gaining support from all the towns. This effort failed and the Town Meeting withdrew its support for a new contract. This issue, driven by the cost of retrofitting the incinerators to meet the proposed federal clean air standards and the relatively high operating costs of the facility, is unresolved and continues to be a financial concern for Arlington.

Another ongoing concern of the Finance Committee was the cost of the Minuteman Vocational Technical School (Minuteman Tech) budget and the town's limited ability to control this cost. Again this year, Finance Committee members George Kocur and Erin Phelps attended Minuteman School Committee meetings and studied the Minuteman budget. They again recommended specific budget changes in exchange for Arlington's support of the funding plan favored by the Superintendent. When the Minuteman School Committee declined to consider these changes, the Finance Committee recommended that Town Meeting not support the proposed Minuteman Tech budget. The Town Meeting agreed and rejected the budget for the third year in a row. Arlington lacked sufficient support from other district towns to make budget changes this year. In addition, an initiative supported by the Finance Committee to increase the tuition charged to out-of-district students, won approval by the state legislature but was vetoed by the Governor. Control of the Minuteman budget will continue to be a Finance Committee concern.

Seated (l to r) Johanna Gurland, Stephen Decourcy, Erin Phelps, Allan Tosti, Chair, Mary M. Franclemont, and Paul Olsen. Standing: (l to r) Richard Fanning, Vice Chair, Sidney Feinleib, Charles Foskett, Vice Chair, Robert Scoppettuolo, Mary Ronan, Robert Tosi, Daniel O'Neill, Kenneth Simmons, John Mahoney, Zavan Mazmanian, Peter Howard, Secretary and John Kneeland, Executive Secretary.

Again this year, a major issue was the funding of the school facilities renovation program. Approval was requested by the Permanent Town Building Committee to increase the allocation for the Ottoson renovation. This $3.3 million cost increase was driven by a variety of unexpected construction costs. After several meetings with the Permanent Town Building Committee, the Finance Committee supported this request. The Finance Committee has asked for regular financial progress reports on this project.

The Finance Committee supported the Reeds Brook development plan worked out by a broad group of town and neighborhood representatives led by the Planning Department. This project was approved by Town Meeting. The funding for this project will come from a variety of sources including some bonds.

RECAPITULATION OF THE
FISCAL YEAR 1998 TAX RATE
$16.73/$1,000 of Assessed Value

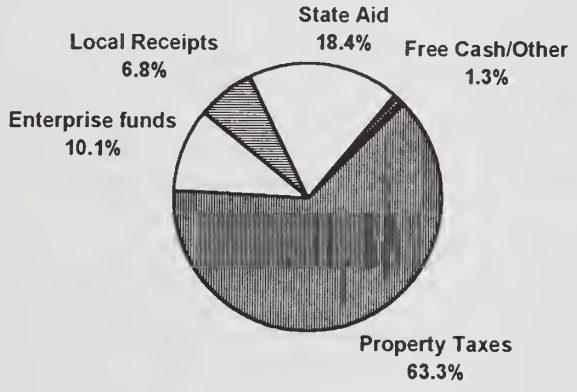
DEBITS	
Appropriations	$73,730,743
Court Judgments	75,000
Cherry Sheet Offset	270,152
State and County Charges	2,968,525
Allowance for Abatements and Exemptions	1,032,534
Total Debits	$78,076,954
CREDITS	
State Receipts	$14,359,692
Local Receipts	13,249,172
Other Available Funds	1,029,023
Total Credits	$28,637,887
Amount To Be Raised By Taxation	**$49,439,067**
Town Property Valuation	**$2,955,114,603**

SETTING THE TAX RATE: Divide the ***Amount to be Raised*** by ***Town Property Valuation***, multiply by $1,000.
($49,439,067 / $2,955,114,603) x ($1,000) = $16.73.

Source - Tax Rate Recapitulation Sheet

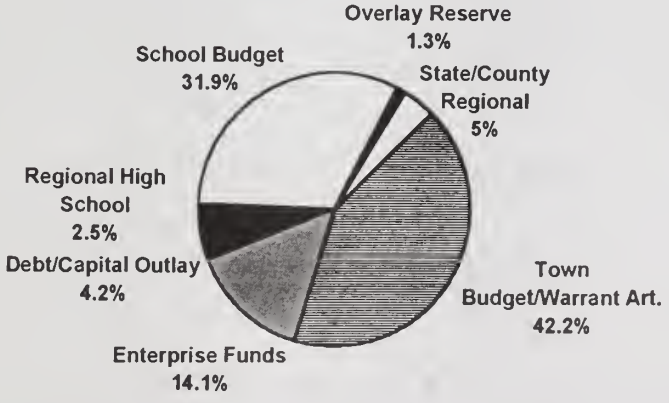
REVENUES AND EXPENDITURES

FISCAL YEAR 1998
Where it Comes From



Source: Tax Rate Recapitulation Sheet

Where It Goes



Source - Tax Rate Recapitulation Sheet, Town Clerk's Certified Copy of Town Meeting Action
* Various School Costs (i.e. Insurance, Data Processing, Workers' Compensation, Telephone) are charged to Town Budgets

FINANCIAL MANAGEMENT SERVICES

BUDGET

	FY 1997	FY 1998
GENERAL GOVERNMENT		
Board of Selectmen	242,552	218,779
Town Manager	263,442	271,968
Personnel	107,032	111,408
Postage	153,095	157,408
Legal/Workers' Comp	680,069	680,070
Town Clerk	156,656	160,352
Board of Registrars	79,309	80,690
Reserve Fund	200,000	200,000
Subtotal- General Government	**1,882,155**	**1,880,675**
FINANCIAL MANAGEMENT		
Finance Committee	9,849	9,849
Comptroller	779,638	797,739
Treasurer/Collector	469,986	486,795
Board of Assessors	208,569	215,245
Subtotal - Financial Management	**1,468,042**	**1,509,628**
PUBLIC WORKS		
Administration	247,521	194,445
Engineering	18,299	14,205
Prop/Nat Res/Cem.	979,966	1,066,347
Sanitation/Highway	4,469,168	4,799,413
Subtotal - Public Works	**5,714,954**	**6,074,411**
COMMUNITY SAFETY		
Parking	34,896	37,290
Administration	226,272	233,028
Police	3,412,389	3,433,738
Fire	3,736,032	3,853,303
Support Services	766,515	798,602
Street Lighting	549,204	550,000
Subtotal - Community Safety	**8,725,308**	**8,905,961**
EDUCATION/LIBRARIES		
Arlington Pub Sch.	23,300,000	24,650,000
Minuteman Tech.	2,112,483	1,985,000
Libraries	1,183,153	1,227,110
Subtotal - Education/ Libraries	**26,595,636**	**27,862,110**

	FY 1997	FY 1998
HUMAN SERVICES		
Administration	86,399	88,888
Veteran Services	192,875	204,382
Board of Health	122,164	116,719
Council on Aging	84,089	92,462
Alcohol & Drug Educ.	23,270	see Youth Serv
Subtotal - Human Services	**508,797**	**502,451**
COMMUNITY DEVELOPMENT		
Planning & Community Development	158,640	163,233
Redevelopment Brd.	263,703	262,625
Zoning Brd. of Appeals	30,500	31,429
Subtotal - Community Development	**452,843**	**457,287**
FIXED COSTS		
Pensions	5,019,228	5,069,633
Insurance	6,396,590	5,844,550
Short Term Debt	61,624	85,000
Long Term Debt	2,011,920	2,674,541
Capital Budget	594,586	531,679
Subtotal - Fixed Costs	**14,083,948**	**14,205,403**
TOTAL - BUDGETS	**59,431,683**	**61,397,926**
ENTERPRISE FUNDS		
Water & Sewer	3,404,791	3,429,983
MWRA Assessment	6,202,458	6,615,352
Recreation	294,233	259,331
Veterans' Mem. Rink	263,607	257,476
Youth Services	289,473	318,424
Council on Aging Trans.	179,404	135,736

AUDIT

POWERS & SULLIVAN
Certified Public Accountants

323 New Boston Street
Woburn, MA 01801
Telephone 781-937-9322
Facsimile 781-937-9474

To the Board of Selectmen
Town of Arlington, Massachusetts

We have audited the accompanying general purpose financial statements of the Town of Arlington, Massachusetts, as of and for the year ended June 30, 1997 (except for the Town of Arlington Contributory Retirement System which is as of December 31, 1996), listed in the accompanying table of contents. These general purpose financial statements are the responsibility of the Town of Arlington's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Inasmuch as the Commonwealth of Massachusetts does not require the capitalization of fixed assets, the Town has not maintained complete historical cost records of its General Fixed Assets. Accordingly, a statement of General Fixed Assets, required by generally accepted accounting principles, is not included in the financial statements.

As more fully described in Note 1, the Town maintains its enterprise funds on a comprehensive basis of accounting other than generally accepted accounting principles. Accordingly, the enterprise funds are not intended to present the financial position and results of operations in conformity with generally accepted accounting principles.

In our opinion, except for the effect on the financial statements of the matters described in the preceding two paragraphs, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Arlington, Massachusetts, as of June 30, 1997 (except for the Town of Arlington Contributory Retirement System which is as of December 31, 1996), and the results of its operations and the cash flows of its Proprietary Fund Type, Nonexpendable Trust Fund and Pension Trust Fund for the year then ended in conformity with generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The additional information listed in the accompanying table of contents is presented for the purpose of additional analysis and is not a required part of the general purpose financial statements of the Town of Arlington. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, based on our audit, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

In accordance with Government Auditing Standards, we have also issued reports dated November 21, 1997 on our consideration of the Town of Arlington's internal control structure and on it's compliance with laws and regulations.

As more fully described in Note 7, the Town restated certain fund balances due to recording investments at fair value, recording an investment in a joint venture and changing the pension trust's reporting period to coincide with its legal year end.

November 21, 1997

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

June 30, 1997

ASSETS AND OTHER DEBITS	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types		Account Group	(Memorandum only)
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Retirement System December 31, 1996	General Long-Term Obligations Group	Combined Totals
CASH AND SHORT-TERM INVESTMENTS	$ 10,593,511	$ 1,985,033	$ 5,918,523	4,684,363	$ 1,668,241	$ 684,437	$ 0	$ 25,534,108
INVESTMENTS	1,858,175				10,237,653	80,198,194		92,294,022
INVESTMENT IN DEFERRED COMPENSATION PLAN					7,149,936			7,149,936
RECEIVABLES:								
Real estate and personal property taxes	42,213							42,213
Real estate tax liens	432,593							432,593
Real estate tax deferrals	239,349							239,349
Excise taxes	890,251							890,251
User charges				1,100,843				1,100,843
Community Development Loans		855,000						855,000
Other	252,475	22,932						275,407
Dividends and interest						373,621		373,621
Intergovernmental		44,000				122,597		166,597
OTHER ASSETS								
Investment in joint venture	3,152,515							3,152,515
Working capital deposit	740,600							740,600
Real estate tax foreclosures	406,674							406,674
Other	23,586							23,586
AMOUNTS TO BE PROVIDED FOR RETIREMENT OF LONG-TERM OBLIGATIONS							24,760,000	24,760,000
TOTAL ASSETS AND OTHER DEBITS	$ 18,631,942	$ 2,906,965	$ 5,918,523	$ 5,785,206	$ 19,055,830	81,378,849	$ 24,760,000	$ 158,437,315

See notes to financial statements.

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

June 30, 1997

LIABILITIES AND FUND EQUITY	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types		Account Group	Combined Totals (Memorandum only)
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Retirement System December 31, 1996	General Long-Term Obligations Group	
LIABILITIES:								
Warrants payable	$ 373,039	$ 317,979	$ 731,326	$ 202,302	$ 458,357	$ 0	$ 0	$ 2,083,003
Accrued payroll	2,244,918	77,079	556	18,056				2,340,609
Accrued expenditures	369,986	2,055	341,069	6,285				719,395
Reserve for abatements	722,179							722,179
Liabilities due depositors					7,209,875	2,250,000		9,459,875
Deferred revenues	1,497,775			1,100,843				2,598,618
Accrued compensated absences							6,200,000	6,200,000
Notes payable				171,691				171,691
Bonds payable							18,560,000	18,560,000
TOTAL LIABILITIES	5,207,897	397,113	1,072,951	1,499,177	7,668,232	2,250,000	24,760,000	42,855,370
FUND EQUITY:								
Retained earnings				4,286,029				4,286,029
Reserved for:								
Encumbrances and continuing appropriations	892,819							892,819
Nonexpendable trust					3,612,157			3,612,157
Pension benefits						79,128,849		79,128,849
Designated for:								
Loans receivable		855,000						855,000
Employee benefits	1,612,550							1,612,550
Municipal insurance	1,858,175							1,858,175
Investment in joint venture	3,152,515							3,152,515
Unreserved	5,907,986	1,654,852	4,845,572		7,775,441			20,183,851
TOTAL FUND EQUITY	13,424,045	2,509,852	4,845,572	4,286,029	11,387,598	79,128,849	0	115,581,945
TOTAL LIABILITIES AND FUND EQUITY	$ 18,631,942	$ 2,906,965	$ 5,918,523	$ 5,785,206	$ 19,055,830	81,378,849	$ 24,760,000	$ 158,437,315

See notes to financial statements.

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS

YEAR ENDED JUNE 30, 1997

	General	Special Revenue	Capital Projects	Expendable Trust	Combined Totals (Memorandum only)
REVENUES:					
Real estate and personal property taxes, net of reserve for abatements	$ 48,619,076	$ 0	$ 0	$ 0	$ 48,619,076
Excise taxes	2,947,864				2,947,864
Intergovernmental	13,024,824	3,665,365			16,690,189
Departmental and other	2,392,950	1,715,104			4,108,054
Investment earnings	1,455,155	36,937		1,845,662	3,337,754
Contributions				70,043	70,043
TOTAL REVENUES	68,439,869	5,417,406	0	1,915,705	75,772,980
EXPENDITURES:					
General Government	3,648,322		255,602	127,702	4,031,626
Public Safety	8,054,791	63,189	380,269		8,498,249
Education	25,386,873	2,203,918	7,827,123	43,843	35,461,757
Public Works	5,311,822	101,852	890,572		6,304,246
Planning and Community Development	419,827	2,602,718			3,022,545
Human Resources	562,143	169,053		5,848	737,044
Library	1,217,944	56,852	259,632	110,451	1,644,879
Property and Natural Resources	233,105	119,961	193,633		546,699
Debt Service - principal	1,525,000				1,525,000
Debt Service - interest	307,372				307,372
State and County charges	2,857,854				2,857,854
Pension	5,019,228				5,019,228
Employee benefits	6,241,836				6,241,836
TOTAL EXPENDITURES	60,786,117	5,317,543	9,806,831	287,844	76,198,335
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	7,653,752	99,863	(9,806,831)	1,627,861	(425,355)
OTHER FINANCING SOURCES (USES):					
Bond proceeds			12,110,000		12,110,000
Transfers in	107,028	4,785	936,903	100,000	1,148,716
Transfers out	(4,035,121)	(131,028)			(4,166,149)
TOTAL OTHER FINANCING SOURCES (USES)	(3,928,093)	(126,243)	13,046,903	100,000	9,092,567
EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES (USES) OVER EXPENDITURES	3,725,659	(26,380)	3,240,072	1,727,861	8,667,212
FUND BALANCES AT BEGINNING OF YEAR	9,704,735	2,536,232	1,605,500	6,047,580	19,894,047
FUND BALANCES (DEFICITS) AT END OF YEAR	$ 13,430,394	$ 2,509,852	$ 4,845,572	$ 7,775,441	$ 28,561,259

See notes to financial statements.

STATEMENT OF REVENUES AND EXPENDITURES
BUDGET AND ACTUAL - GENERAL FUND - BUDGETARY BASIS

YEAR ENDED JUNE 30, 1997

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES:			
Real estate and personal property taxes, net of reserve for abatements	$ 47,282,453	$ 47,747,914	$ 465,461
Excise taxes	2,500,000	2,947,864	447,864
Intergovernmental	12,954,070	13,024,824	70,754
Departmental and other	2,116,474	2,392,950	276,476
Investment earnings	475,000	1,060,960	585,960
TOTAL REVENUES	65,327,997	67,174,512	1,846,515
EXPENDITURES:			
General Government	4,242,984	4,144,236	98,748
Public Safety	7,868,147	7,775,474	92,673
Education	25,529,593	25,529,593	0
Public Works	6,400,640	6,399,132	1,508
Planning and Community Development	427,145	423,384	3,761
Human Resources	594,674	559,149	35,525
Library	1,209,012	1,204,057	4,955
Property and Natural Resources	235,718	234,848	870
Debt Service - principal	1,525,000	1,525,000	0
Debt Service - interest	307,372	307,372	0
State and County charges	2,855,573	2,855,573	0
Pension	5,019,228	5,019,228	0
Employee benefits	5,988,080	6,104,590	(116,510)
TOTAL EXPENDITURES	62,203,166	62,081,636	,121,530
EXCESS OF REVENUES OVER EXPENDITURES	3,124,831	5,092,876	1,968,045
OTHER FINANCING SOURCES (USES):			
Overlay reversion	200,000	200,000	0
Encumbrance reversion	163,744	163,744	0
Unreserved fund balance	439,518	439,518	0
Transfers in	107,028	107,028	0
Transfers out	(4,035,121)	(4,035,121)	0
TOTAL OTHER FINANCING SOURCES (USES)	(3,124,831)	(3,124,831)	0
EXCESS OF REVENUES AND OTHER FINANCING SOURCES (USES) OVER EXPENDITURES	$ 0	$ 1,968,045	$ 1,968,045

See notes to financial statements.

COMBINED STATEMENT OF REVENUES, EXPENSES,
AND CHANGES IN RETAINED EARNINGS/FUND BALANCE
ALL PROPRIETARY FUND TYPES AND SIMILAR TRUST FUNDS

For the Year Ended June 30, 1997
(Except for the Pension Trust which is for the year ended December 31, 1996)

	Proprietary Fund Type	Fiduciary Fund Types		
	Enterprise	Nonexpendable Trusts	Pension Trusts	(Memorandum only) Combined Totals
OPERATING REVENUES:				
Charges for services	$ 7,627,159	$ 0	0	$ 7,627,159
Contributions	1,869	81,030	6,013,036	6,095,935
Intergovernmental	77,954		765,534	843,488
Transfers from other systems			126,735	126,735
Investment Income			10,567,438	10,567,438
TOTAL OPERATING REVENUES	7,706,982	81,030	17,472,743	25,260,755
OPERATING EXPENSES:				
Benefit payments			7,841,794	7,841,794
Cost of service and administration	9,892,892		218,911	10,111,803
Transfers to other systems			129,722	129,722
TOTAL OPERATING EXPENSES	9,892,892	0	8,190,427	18,083,319
OPERATING INCOME (LOSS)	(2,185,910)	81,030	9,282,316	7,177,436
NONOPERATING REVENUES:				
Interest income	5,774			5,774
NET INCOME (LOSS) BEFORE TRANSFERS	(2,180,136)	81,030	9,282,316	7,183,210
TRANSFERS:				
Operating transfers in	3,017,433			3,017,433
NET INCOME	837,297	81,030	9,282,316	10,200,643
RETAINED EARNINGS/FUND BALANCE AT BEGINNING OF YEAR	3,448,732	3,531,127	69,846,533	76,826,392
RETAINED EARNINGS/FUND BALANCE AT END OF YEAR	$ 4,286,029	$ 3,612,157	79,128,849	$ 87,027,035

See notes to financial statements.

COMBINED STATEMENT OF CASH FLOWS
ALL PROPRIETARY FUND TYPES AND NONEXPENDABLE TRUST FUNDS

June 30, 1997

	Enterprise Funds	Nonexpendabl Trust Funds	(emorandum on) Combined Totals
CASH FLOWS FROM OPERATING ACTIVITIES:			
Operating income (loss)	$ (2,185,910)	$ 81,030	$ (2,104,880)
Adjustments to reconcile operating loss to net cash used for operating activities:			
Change in assets and liabilities:			
Warrants payable	(208,873)		(208,873)
Accrued payroll	18,056		18,056
Accrued expenditures	6,285		6,285
NET CASH PROVIDED (USED) FOR OPERATING ACTIVITIES	(2,370,442)	81,030	(2,289,412)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:			
Operating transfer in	3,017,433		3,017,433
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:			
Payments of notes payable	(77,848)		(77,848)
CASH FLOWS FROM INVESTING ACTIVITIES:			
Purchase, sales and maturities of investments, net	2,435,005	(81,030)	2,353,975
Investment income	5,774		5,774
NET CASH PROVIDED BY INVESTING ACTIVITIES	2,440,779	(81,030)	2,359,749
NET INCREASE IN CASH	3,009,922	0	3,009,922
CASH AT BEGINNING OF YEAR	1,674,441	0	1,674,441
CASH AT END OF YEAR	$ 4,684,363	$ 0	$ 4,684,363
RECONCILIATION:			
Cash at end of year	$ 4,684,363	$ 0	$ 4,684,363
Cash at end of year, expendable trust and agency funds		1,668,241	1,668,241
	$ 4,684,363	$ 1,668,241	$ 6,352,604

See notes to financial statements.

NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 1997

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Town of Arlington, Massachusetts is a municipal corporation governed by an elected Board of Selectmen and an appointed Town Manager. As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the Town is considered to be financially accountable. Component units, although legally separate entities, are, in substance, part of the government's operations and so data from these units are combined with the data of the primary government.
The Town of Arlington Contributory Retirement System (ACRS) is governed by a five member board comprised of the Town Comptroller (ex-officio), two elected members, a member appointed by the Board of Selectmen and a member appointed by the other four members. The System is a legally separate entity but the nature and significance of its relationship with the Town warrants inclusion in the combined financial statements. The System is presented using the accrual basis of accounting and is reported as a Pension Trust Fund.

The Town is a member of the North East Solid Waste Committee (NESWC), a joint venture with 23 communities organized to represent its members in all matters related with solid waste disposal at a regional waste-to-energy facility located in North Andover, Massachusetts. In accordance with a depository agreement NESWC was granted control over various funds received from contract communities. As of June 30, 1997, the Town's equity interest in the operation of NESWC is approximately $3,153,000, which is recorded in the general fund.

B. Measurement Focus, Basis of Accounting and Basis of Presentation

The accounts of the Town are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of governmental funds not recorded directly in those funds.

The Town has the following fund types and account groups:

Governmental Funds are used to account for the Town's general governmental activity. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences and judgements which are recognized when the obligations are expected to be liquidated with current expendable available resources.

The Town considers property tax revenues available if they are collected within 60 days after year end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received by the Town and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria are met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

Governmental funds include the following fund types:

The *General Fund* is the general operating fund of the Town. It is used to account for all financial resources, except those required to be accounted for in another fund.

The *Special Revenue Fund* is used to account for the proceeds of specific revenue sources (other than expendable trusts or capital projects) that are restricted by law or administrative action to expenditures for specified purposes.

The *Capital Projects Fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Trust Funds).

Proprietary Funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred.

Enterprise Funds are used to account for those operations that are financed and operated in a manner similar to private business or where the Town has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

The Town does not account for the Enterprise Funds using a flow of economic resources measurement focus and the accrual basis of accounting. The Town does not record fixed assets, depreciation, contributed capital, accrued revenues and accrued expenses. Therefore the enterprise financial statements are reported using the modified accrual basis of accounting. This presentation is not in accordance with generally accepted accounting principles.

Fiduciary Funds account for assets held by the Town in a trustee capacity or as an agent on behalf of others. Trust funds account for assets held by the Town under the terms of a trust agreement.

The *Expendable Trust Fund* is accounted for in essentially the same manner as governmental fund types, using the same measurement focus and basis of accounting. Expendable trust funds are used to account for trusts where both principal and earnings may be spent.

The *Nonexpendable Trust Fund* is accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. The nonexpendable trust fund is used to account for trusts that stipulate that only earnings, and not principal, may be spent.

The *Agency Fund* is custodial in nature and does not present results of operations or have a measurement focus. Agency funds are accounted for using the modified accrual basis of accounting. This fund is used to account for assets that the Town holds for others in an agency capacity.

The ***General Long-Term Obligations Account Group*** is used to account for general long-term debt and certain other liabilities that are related to governmental funds.

C. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies. For Governmental Funds, vested or accumulated vacation and sick leave that are expected to be liquidated with expendable available financial resources are reported as expenditures and fund liabilities. Amounts that are not expected to be so liquidated are reported in the General Long-Term Obligations Account Group.

D. Post Retirement Benefits

In addition to providing pension benefits, the Town provides health insurance coverage for retired employees and their survivors. The Town recognizes the cost of providing health insurance by recording its share of insurance premiums in the General Fund in the year paid. For the year ended June 30, 1997, this expenditure was approximately $1,544,000.

E. Inventories

Inventories are recorded as expenditures at the time of purchase.

F. Fixed Assets

The Commonwealth of Massachusetts does not require the Town to capitalize expenditures for General Fixed Assets. Accordingly, such disbursements in the Governmental Funds are considered expenditures in the year payments are made. As a result of this practice, the accompanying financial statements do not include a statement of the fixed asset group of accounts.

A complete accounting of fixed assets and depreciation of the Enterprise Funds has not been maintained and therefore are not reported. This is a departure from generally accepted accounting principles (GAAP).

G. Deferred Compensation

The Town offers its employees a Deferred Compensation Plan (Plan) created in accordance with Internal Revenue Code Section 457. The Plan, which is available to all employees, permits participants to defer a portion of their salary until future years. Amounts deferred under the Plan are not available to employees until termination, retirement, death or unforeseeable emergency. The Town has no liability for losses under the Plan but does have the duty of due care that would be required of an ordinary prudent investor. At June 30, 1997, assets of approximately $7,150,000 are recorded in the Agency Fund.

H. Long-term debt

Long-term financing is recorded in the General Long-Term Obligations account group. Principal and interest paid on long-term debt is recorded in the General Fund.

Bonds and notes payable of the Enterprise Funds are recorded as liabilities of that fund.

I. Cash and Investments

The Town's cash and short-term investments are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Investments are carried at fair value.

J. Encumbrances and continuing appropriations

Encumbrance accounting, under which purchase orders, contracts and other commitments for expenditure of funds are recorded to reserve that portion of the applicable appropriation, is employed in the General Fund.

Unencumbered appropriations which are carried over to the ensuing fiscal year are reported as "continuing appropriations". These represent amounts appropriated for specific purposes which were not completed during the year.

Encumbrances and continuing appropriations are reported as a reservation of fund balance in the accompanying balance sheet as they do not constitute expenditures or liabilities.

K. Risk Financing

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance.

The Town administers various health care and other insurance for its employees and retirees. It is self insured for worker's compensation and certain employee health insurance policies. Liabilities, including amounts incurred but not reported, are recorded when the claim is incurred.

L. Total Column (Memorandum Only)

The total column used on the Combined Financial Statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

An annual budget is adopted for the general fund in conformity with the guidelines set forth by the Commonwealth of Massachusetts. These guidelines require all budgets to be balanced where anticipated revenues and other financing sources are equal to appropriations and other financing uses.

B. Budgetary - GAAP Reconciliation

Accounting principles followed for purposes of preparing financial statements on a budgetary basis differ from those used to present financial statements in conformity with generally accepted accounting principles (GAAP). A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the year ended June 30, 1997, is presented below:

Excess of revenues and other financing sources (uses) over expenditures - budgetary basis	$1,968,045
Perspective differences:	
Health insurance and municipal building trust recorded in the general fund for GAAP	519,397
Basis of accounting differences:	
Overlay reversion	(200,000)
Encumbrance reversion	(163,744)
Transfers from unreserved fund balance	(439,518)
Net increase in revenues	871,162
Net decrease in recording expenditures, encumbrances and continuing appropriations	1,170,317
Excess of revenues and other financing sources (uses) over expenditures - GAAP basis	$3,725,659

B. Appropriation Deficits

Expenditures for employee benefits exceeded budgeted appropriations by approximately $116,500. This deficit will be funded by available funds in fiscal year 1998.

C. Individual Fund Deficits

There are several individual fund deficits within the Special Revenue and Capital Projects Funds. These deficits will be funded by available funds and long-term financing in fiscal year 1998.

NOTE 3 - CASH AND INVESTMENTS

The Town maintains a cash and investment pool that is available for use by all funds, except the Trust Funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and Short-Term Investments". The deposits and investments of the Trust Funds are held separately from those of other Town funds.

At year end, the carrying amount of the Town's deposits was $1,032,714 and the bank balance was $1,618,367. Of the bank balance, $103,814 was covered by federal depository insurance and $1,514,553 was collateralized.

Statutes authorize the Town to invest in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State treasurer's investment pool. In addition, there are various restrictions limiting the amount and length of deposits and investments.

At December 31, 1996, the carrying amount of the Town of Arlington's Contributory Retirement System (ACRS) deposits was $39,587 and the bank balance was $228,358. The entire bank balance was covered by federal depository insurance.

Investments are classified as to collateral risk into the following three categories:

Category 1: Insured or registered, or securities held by the Town or its agent in the Town's name.

Category 2: Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the Town's name.

Category 3: Uninsured and unregistered, with securities held by the counterparty, or its trust department or agent but not the Town's name.

Investments for the Town as of June 30, 1997 are summarized as follows:

	Category			
	1	2	3	
Equity Securities	$12,095,828	$0	$0	$12,095,828
Investments not subject to categorization:				
Money Market Investments				254,270
Deferred Compensation Mutual Fund				7,149,936
State Treasurer's Investment Pool(MMDT)				23,522,102
Certificates of Deposit				40,585
Total Investments				$43,062,721

Investments for the ACRS as of December 31, 1996, are summarized as follows:

	Category 1	2	3	
Equity Securities	$54,309,045	$0	$0	$54,309,045
Fixed Income Securities	25,889,149	_	_	25,889,149
Total	$80,198,194	$0	$0	80,198,194
Investments not subject to categorization:				
Money Market Investments				644,850
Total Investments				$80,843,044

The following is a reconciliation of the Town's investments as summarized above to the balance as recorded in the combined balance sheet:

Investments of the Town as reported on the combined balance sheet		$12,095,828
Add:	Short-term investments reported in the combined balance sheet as cash and short-term investments	23,816,957
	Deferred compensation plan mutual funds reported separately in the combined balance sheet	7,149,936
Investments of the Town as summarized above		$43,062,721

The following is a reconciliation of the ACRS's investments as summarized above to the balance as recorded in the combined balance sheet:

Investments of the ACRS as reported on the combined balance sheet		$80,198,194
Add:	Short-term investments reported in the combined balance sheet as cash and short-term investments	644,850
Investments of ACRS as summarized above		$80,843,044

The following is a reconciliation of the balance of cash and short-term investments of the Town at June 30, 1997:

Carrying amount of cash	$ 1,032,714
Short-term investments	23,816,957
Cash and short-term investments of the Town as reported on the combined balance sheet	$24,849,671

The following is a reconciliation of the balance of cash and short-term investments of the ACRS at June 30, 1997:

Carrying amount of cash	$ 39,587
Short-term investments	644,850
Cash and short-term investments of the ACRS as reported on the combined balance sheet	$684,437

NOTE 4 - PENSION PLAN

Plan Description - The Town contributes to the Arlington Contributory Retirement System (System), a cost-sharing multiple-employer retirement system administered by the Arlington Retirement Board. Substantially all employees are members of the System except for public school teachers and certain administrators who are members of the Commonwealth of Massachusetts Teachers Contributory Retirement System (MTCRS) to which the Town does not contribute. Contributions to the MTCRS are funded by the Commonwealth of Massachusetts. These on-behalf payments have not been reported in the general purpose financial statements. The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the Massachusetts General Laws (MGL) assigns authority to establish and amend benefit provisions of the system. Cost of living increases are authorized and funded by the State. The System issues a publicly available financial report in accordance with guidelines established by the Commonwealth of Massachusetts Public Employee Retirement Administration Commission. That report may be obtained by contacting the System located at 869 Massachusetts Avenue, Arlington, MA 02174.

Funding Policy - Plan members are required to contribute to the System at rates ranging from 5% to 10% of annual covered compensation. The Town is required to pay into the System its share of the system-wide actuarial determined contribution plus administrative costs which are apportioned among the employers based on active current payroll. The current apportionment required the Town to contribute 95% of the annual pension cost of employers. Based on the nature and significance of the System's relationship with the Town it is included as a Pension Trust Fund in these financial statements. The contributions of system members and the Town are governed by Chapter 32 of the MGL.

Annual Pension Cost - The Town's contributions to the System for the years ended June 30, 1997, 1996 and 1995 were $4,433,954, $4,425,625 and $4,446,001 respectively, which equaled its required contribution for each year. At June 30, 1997 the Town did not have a net pension obligation. The required contribution was determined as part of the January 1, 1996 actuarial valuation using the entry age actuarial cost method. The actuarial assumptions included (a) 8.0% investment rate of return (b) 5.5% rate of salary increase per year. The actuarial value of the Plan's assets was determined using the fair value of the assets. The system's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll. The remaining amortization period at January 1, 1996 was 20 years.

Schedule of Funding Progress
(Dollar amounts in thousands)

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
1/1/96	72,300	111,700	39,400	64.73%	18,215	216.31%
1/1/95	57,000	93,900	36,900	60.70	13,600	271.32
1/1/94	58,700	100,900	42,200	58.14	13,500	312.59
1/1/93	49,500	81,400	31,900	60.81	14,100	226.24
1/1/92	47,300	74,900	27,600	63.15	16,700	165.27

Non-contributory Retirement Allowance - The Town pays the entire retirement allowance for certain retirees who are eligible for non-contributory benefits and are not members of the System. The general fund expenditure for fiscal 1997 was approximately $522,000.

NOTE 5 - TEMPORARY BORROWING

The Town is authorized to borrow on a temporary basis to fund the following:

* Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).

* Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Temporary loans are general obligations of the Town and carry maturity dates which are limited by statute. Interest expenditures for temporary borrowing are accounted for in the General Fund.

As of June 30, 1997, the Town has no outstanding temporary borrowing.

NOTE 6 - LONG-TERM DEBT

State law permits the Town, under the provisions of Chapter 44, Section 10, to authorize indebtedness up to a limit of 5% of its equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, a Town may authorize debt in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Details related to the Town's outstanding indebtedness at June 30, 1997, and the debt service requirements follow:

BOND PAYABLE SCHEDULE PROJECT	Interest Rate	Outstanding at June 30, 1996	Issued	Redeemed	Outstanding at June 30, 1997
Municipal Purpose Loan 1992	4.70%	$ 3,035,000	$ 0	$ 450,000	2,585,000
Municipal Purpose Loan 1993	3.59%	1,620,000	0	275,000	1,345,000
Municipal Purpose Loan 1997	4.33%	3,320,000	0	800,000	2,520,000
Municipal Purpose Loan 1997	5.16%	0	6,610,000	0	6,610,000
Municipal Purpose Loan 1997	5.22%	0	5,500,000	0	5,500,000
Total		$ 7,975,000	$ 12,110,000	$ 1,525,000	$18,560,000

Debt service requirements for interest and principal for bonds payable in future years are as follows:

Year	Principal	Interest	Total
1998	$ 1,620,000	$ 956,690	$ 2,576,690
1999	1,630,000	796,482	2,426,482
2000	1,615,000	718,178	2,333,178
2001	1,500,000	641,963	2,141,963
2002	1,485,000	568,009	2,053,009
Thereafter	10,710,000	3,819,367	14,529,367
Total	$18,560,000	$ 7,500,689	$26,060,689

FINANCIAL MANAGEMENT SERVICES

The Commonwealth of Massachusetts has approved construction assistance to the Town. The assistance program provides resources for future debt service of general obligation school bonds outstanding. These resources are subject to annual appropriation by the State Legislature and the Town's compliance with certain reporting requirements. During 1997, the Town received $18,233 of such assistance. Assuming annual appropriations by the Commonwealth, approximately $8,818,023 will be received in future years.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. As of June 30, 1997 the Town had the following authorized and unissued debt:

Purpose	Amount
School construction	$20,515,000
Other capital projects	4,828,601
	$25,343,601

ENTERPRISE FUNDS

Notes outstanding in the Enterprise Funds at June 30, 1997 are as follows:

NOTES PAYABLE SCHEDULE PROJECT	Interest Rate	Outstanding at June 30, 1996	Issued	Redeemed	Outstanding at June 30, 1997
Sewer Note – MWRA	0.00%	$ 156,840	$ 0	$ 52,280	$ 104,560
Sewer Note – MWRA	0.00%	28,739	0	9,578	19,161
Sewer Note – MWRA	0.00%	63,960	0	15,990	47,970
Total		$ 249,539	$ 0	$ 77,848	$ 171,691

The annual debt service requirements of the Enterprise Funds are as follows:

Year	Principal	Interest	Total
1998	$ 77,850	0	$ 77,850
1999	77,851	0	77,851
2000	15,990	0	15,990
Total	$ 171,691	$ 0	$ 171,691

NOTE 7 - RESTATEMENT OF BEGINNING FUND BALANCE

The following fund balances were restated at June 30, 1996 to be consistent with current year presentation:

	General Fund	Expendable Trust Funds	Retirement System
Balance at June 30, 1996, as previously reported	$7,371,845	$4,229,658	$72,534,687
Implementation of GASB 31 to state investments at fair value		1,817,922	
To adjust to fund balance as of December 31, 1995			(2,688,154)
To record investment in NESWC Joint Venture	2,332,890		
Balance at June 30, 1996, as restated	$9,704,735	$6,047,580	
Balance at December 31, 1995			$69,846,533

NOTE 8 - STABILIZATION FUND

The Town has $1,320,584 in a stabilization fund classified in the expendable trust funds. The Town transferred $100,000 into the fund in fiscal 1997 and has appropriated $100,000 to be transferred into the fund in fiscal 1998. The stabilization fund may be used for general or capital purposes upon approval by the Town during the budget process.

NOTE 9 - COMMITMENTS

The Town has various commitments and obligations in connection with renovating the Ottoson Middle School. The entire project is estimated to cost $14,300,000, of which approximately $7,000,000 has been expended as of June 30, 1997. The project is funded through long-term borrowing. The Commonwealth of Massachusetts has approved construction assistance of approximately 63% of the total cost of the project, subject to annual appropriation by the State Legislature and the Town's compliance with certain reporting requirements. The assistance will be in the form of annual reimbursements of principal and interest payments on the long-term debt associated with the project.

NOTE 10 - CONTINGENCIES

The Town participates in a number of federal financial assistance programs. Although the Town grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 1997, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

Various legal actions and claims are pending against the Town. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 1997, cannot be ascertained, management believes any resulting liability should not materially affect the financial position of the Town at June 30, 1997.

HUMAN SERVICES

HUMAN SERVICES ADMINISTRATION

In 1997 the Department of Human Services settled into its newly renovated home at the Whittemore-Robbins House. An official opening of the house was held on Patriot's Day in April. Visitors were given a guided tour of each room, hearing an historical overview of the families who have owned the house and also hearing a commentary of the architectural features of the house. Ben Franklin (a.k.a. Bill Meikle) made an appearance to welcome visitors to the beautiful house.

The Whittemore-Robbins House was built in 1800 and first owned by William "Squire" Whittemore. Squire Whittemore was a Selectman, State Representative, and State Senator. After his death in 1842 the house became a school for girls for five years.

Nathan Robbins purchased the house in 1847. He made his fortune in Faneuil Hall, selling plucked chickens, which appealed to women of the day, not to have to pluck their own chickens. Nathan and his wife Eliza updated the interior of the house by adding Italianate dormers to the roof, sidelights at the front door, and urns on the balustrade around the cupola. In 1879 Nathan was joined by his late son's four children, sisters Ida, Eliza and Caira, and their brother Olny. When Nathan died in 1888 the four grandchildren inherited the house. They became primary benefactors to the town of Arlington.

Whittemore Robbins House – interior.

The house was moved back from Massachusetts Avenue in 1890 to make way for the new library. At that time the house was redecorated in the more Victorian style. In 1931 Ida and Caira gave their beloved house to the town in memory of Nathan and Eliza Robbins. The building was to be used as offices for the town and has since housed the Welfare Council, the Draft Board, the Board of Health, the Retirement Office, the Veterans' Services office, and the Department of Human Services. The present residents of the house are the Department of Human Services administrative office, Sealer of Weights and Measures, Arlington Youth Consultation Center, Alcohol and Drug Education Program, and the Arlington Historical Commission.

As of 1997 the Whittemore-Robbins House has yet another purpose in its life in Arlington. With renewed beauty from the renovations, the house is now a function facility available for wedding receptions, bar mitzvah's, showers, parties, and family gatherings. Two beautiful weddings were held in the summer of 1997, with tents on the side yards, dancing and dining under the tents, laughter and chatter among the guests. One couple held a beautiful service at the reflecting pool below the Menotomy Indian statue in the Winfield Robbins Memorial Park. The Whittemore-Robbins House is again filled with the laughter and celebrations of families, as in its earlier years as home to the Whittemore's and the Robbins'.

In December of 1997 a holiday open house was held in the Whittemore-Robbins House to recognize all the good works of the Department of Human Services. The Department includes the following offices: Arlington Youth Consultation Center, Arlington Alcohol and Drug Education Program, Arlington Assistance Program, Board of Health, Council on Aging, Disability Commission, Fair Housing Office/Human Rights Commission, Parks and Recreation, Sealer of Weights and Measures, and Veterans' Services.

In 1997 John Sullivan left the Veterans' Services Office after 21 years of service. John Collins replaced him.

The efforts of all those who contribute to the human services efforts in Arlington are truly appreciated.

ARLINGTON YOUTH CONSULTATION CENTER

The Arlington Youth Consultation Center (AYCC) continues to enjoy its new home at the Whittemore-Robbins House, especially with the additional space on the third floor becoming available to the program in 1997. The specially designed play therapy rooms on the third floor of the house have worked very well for young clients at AYCC. Children play out their traumas, upsets, and concerns via the mechanisms of play therapy and sand therapy. Family secrets, family traumas, sexual abuse, and physical abuse situations are symbolically portrayed in the sand tray scenes and stories. The children are able to safely "talk" about very scary and traumatizing events in their young lives.

AYCC also continues to provide safe forums for adults to process their own traumas and concerns. The support group First Step is offered to battered women in Arlington as a safe place for them to share their difficult life circumstances and to receive support from each other as well as from the group leaders.

The Grandparents Group ElderLink continues as a forum for grandparents who are raising grandchildren. This group meets monthly and offers a setting where grandparents can share the ups and downs of being parents again after having raised their own children. Because their children have been unable to care for the grandchildren, the grandparents have stepped in and

become the primary caretakers. The group offers them support, information, and referrals to other services that they might need for their grandchildren.

AYCC has also continued its role of community collaborator. The agency works very closely with the School Links Program at the Thompson School, Menotomy Manor Tenants Association, Child Assault Prevention Program, Community of Caring Program, Youth Watch, Project Nexus, Arlington Assistance Program, as well as with the various state agencies having important roles with children. AYCC often functions as a broker of service for children and families in the community.

The staffing pattern at AYCC has remained stable for many years and the staff continue to provide important services to families struggling to make it work for their children.

BOARD OF YOUTH SERVICES

This past year has been a busy and productive year for the Arlington Board of Youth Services. Three new initiatives were implemented and many established projects were continued.

The three new endeavors were: the First Step group, a support group for women who have been victims of domestic violence; the Grandparents Support Group, which caters to the needs of grandparents who are raising their grandchildren; and The Year of the Family project which by proclamation of the Board of Selectmen established the theme of developing and supporting productive family values.

The board continued its investment in a number of favorite projects. The Child Assault Prevention Program (CAPP) was given to all first and third grade students in the public schools, equipping students with the skills necessary to prevent assault experiences and in dealing with issues of abuse. The School Links Program supported academic achievement through family, school, and community involvement at the Thompson School. The association with the Community of Caring Committee enabled the board to analyze the results of the Youth Risk Behavior Survey, exploring areas of youth need. The Alcohol and Drug Education Program, previously sponsored by the Alcohol and Drug Education Council and now subsumed under the Board of Youth Services, has brought a myriad of programs to the public schools. These programs include the Alcohol Awareness Program for fifth and sixth grade students, Athlete's Night, Safe Homes Program, and Students Against Driving Drunk (SADD). And finally the Board has continued its work on the Celebrating Diversity Project, which brought the town festive banners in the center, celebrating the community's cultural and ethnic diversity.

This past year has brought the Board of Youth Services much to celebrate, beginning with the formal opening of the newly renovated Whittemore-Robbins House, celebrated by an open house on Patriot's Day. Approximately 700 people toured the building, listened to stories of its history, and enjoyed refreshments under a tent in the side yard. The Board also celebrated the recognition of three of its members, recognized for their work for Arlington's youth. The Germaine Lawrence School named Patsy Kraemer Woman of the Year; the Rotary Club awarded Person of the Year Elaine Shea; and the Chamber of Commerce named Jack Bowler Citizen of the Year.

Goals for the board this year include producing flags carrying the Celebrating Diversity theme, to be sold next Town Day for home decoration; further identifying the current needs of Arlington's youth by means of additional analysis of the Youth Risk Behavior Surveys, especially the recently-completed middle school survey; assessing the particular needs of children living in violent environments; and facilitating the re-licensing of the Arlington Youth Consultation Center.

ALCOHOL AND DRUG EDUCATION PROGRAM

Established by the Board of Selectmen in 1978, the Town's Alcohol and Drug Education Program completed its second year under the leadership of the Board of Youth Services. The Board oversees both a treatment and prevention program for Arlington youth that are considered models in the state.

Student Programs

Students Against Driving Drunk (SADD)

The Arlington High School SADD Chapter, one of the oldest and largest in the state, continued for the fourteenth year to attract a large membership. In 1997, 125 students planned and sponsored the following prevention programs:

- Prom Hot line - provided a safe ride home after the junior and senior proms
- Prom Assemblies - students heard personal stories of family members who had lost loved ones in alcohol-related car accidents
- Town Day - students organized an information booth
- Car Wash - fund raising event
- Holiday Safety Campaign - students distributed 5,000 red ribbons, which are then tied to automobiles to promote safe and sober driving.

Freedom from Chemical Dependency

For the tenth year a four-day comprehensive alcohol and drug education program was presented by Freedom from Chemical Dependency (FCD) to all freshmen at Arlington High School (AHS) and all seventh

graders at the Ottoson Middle School. Three instructors from FCD, all recovering alcoholics or former drug users, openly discussed substance abuse issues with the students in a comfortable setting. Symmes Hospital and Medical Center generously donated $5,000 towards the cost of the program. The balance of $7,000 was defrayed by FCD through its General Fund.

Peer Program

Recognizing for the nineteenth year that peer education is an exciting, productive, and cost-effective way to teach young people, the Alcohol Awareness Peer Leadership Program trained ninety-four juniors and seniors and a few selected sophomores for fourteen weeks to lead four discussion classes with approximately 700 fifth and sixth graders. Peer leader training session topics included alcohol and other drugs, family alcoholism, tobacco, building self-esteem, decision-making skills, peer and media pressure, and personal attitudes. The peer leader students then discussed these issues with the elementary students in a comfortable and confidential setting. The peer leaders received certificates from Thomas Reilly, District Attorney of Middlesex County, for their volunteerism.

Teen Depression Peer Education Program

The Town worked closely with the AHS Guidance and English Departments to make available a peer program aimed at raising student awareness on depression. Thirty-five juniors and seniors trained for five weeks prior to leading classroom discussions for all sophomores on the symptoms, causes, and remedies of normal and serious depression, and suicide. Alcohol abuse is very often related to depression and suicide.

Tobacco Peer Program

Peer leaders from the alcohol and other drugs, depression, and SADD programs helped organize the Great American Smokeout at the high school in November. Peer leaders decorated the high school with balloons, banners, posters, and set up tables for literature in the cafeteria. Wearing white T-shirts with anti-smoking messages, peer leaders distributed tobacco quizzes to approximately 1,000 students during lunch periods. After filling out the quiz and receiving an answer sheet, the students were rewarded with gifts of anti-smoking emblems, stickers, lip balm, magnets, pens, and pencils.

Parent Programs

Eighty students and their parents/guardians attended the seventeenth annual Alcohol and Drug Awareness Program. To help strengthen communication between the two generations, three parent/student roundtable discussion groups of twenty-five were formed. Parents and their children were assigned to different groups. Issues discussed were why people drink or use drugs; where to go if a friend or family member has an alcohol problem; how to deal with peer pressure; what is difficult about being a parent or a teenager; and why is it difficult for some parents and their children to talk openly about alcohol and drugs. When the groups reconvened parents and students reported that the opportunity to discuss issues together was a valuable experience.

The Arlington Safe Homes Program is comprised of AHS and Ottoson Middle School parents who share a concern about the use of alcohol and other drugs by teenagers. Since its inception in 1991, approximately twenty-one percent of parents with children in grades seven through twelve have signed an agreement to provide responsible supervision at parties in their homes and not to allow alcohol and other drugs to be used. Due to the increasing number of students who begin experimenting with alcohol in the later elementary grades, the program has been expanded to include parents of sixth graders.

Recognizing the need for parents to become more informed and educated, two issues of the AHS Parent Newsletter, Prevention Information for Parents, are published each year. Each issue devotes several pages to prevention programs being implemented at the high school, grants received for funding health-related issues, community programs for parents, and tips on successful parenting. The newsletter is distributed to AHS parents, teachers and administrators, town and school officials, local clergy, and town meeting members.

Funding

Funding for the alcohol and drug education program is made available by the Town of Arlington and for the eleventh year a federal Safe and Drug Free Schools Grant, this year in the amount of $21,870. An allocation of $19,570 from the grant provided funding for developing, coordinating, supervising, and advising the school prevention programs.

For the first few years the federal grant was called a Drug Free Schools and Communities Grant. The grant was renamed the Safe and Drug Free Schools Grant in response to the increase in school violence nationwide. The town's program, which is half-funded by the grant, has in recent years expanded its work to help reduce harassment of students and violence in the schools. While the main focus of the program remains alcohol and drug prevention education, the issues of racism, sexism, homophobia, and religious differences are now addressed.

COUNCIL ON AGING

This agency saw both difficult times and new successes in 1997. Staffing was a significant issue throughout the year, as the Council on Aging (COA) saw its Transportation Coordinator leave in January, the Clerk/Secretary in late winter, the Social Worker in April, and the Outreach Worker retire in September. Remaining staff members cross-trained to insure that no client service went unmet until these positions were filled. The part-time Social Worker and part-time Outreach Worker positions were combined into one full-time position. At the end of the year all positions were filled and operational. A new addition to the staff this year is a half-time Senior Aide position, designed with flexibility in mind to function in a number of different areas such as Reception, Intake, and Dial-a-Ride clerk.

New Services

Service delivery planning was based upon the program model that allowed new services to come into being despite the staffing shortage throughout much of the year. Two program goals set in 1996 were realized. First, the introduction of the Senior Citizen Community Service Reimbursement Program which allows qualified Arlington elders to receive $500 in return for performing 100 hours of community service in a town agency. Successful in other municipalities, many participants have chosen to remain in those agencies as volunteers after the required program hours were completed. Second, the Harvard Divinity School approved the COA this year as a field placement site. A Divinity graduate student, working under the supervision of the COA Executive Secretary, is serving as Pastoral Counselor for the school year. Home visits, spiritual discussion and support groups, and individual counseling sessions are areas of the program being developed.

Another program, new this year, is a regularly scheduled informational series of presentations for the general public, of particular interest to seniors, held at the Arlington Senior Center. Topics vary from Medicare facts to high blood pressure, to a discussion of the aging process. This forum has been well received and was the foundation for a wellness series of presentations, which continue into 1998, developed jointly by the COA and The Symmes Hospital and Medical Center.

Symmes Hospital and the Arlington Council on Aging, working together to identify and address community needs, have created the COA's Transportation Scholarship Fund. This program was designed to provide subsidy, upon caregiver application and subsequent approval, for those elders requiring repeated out-of-town medical appointments where multiple transportation costs can become prohibitively high. Symmes Hospital generously donated $10,000 to the COA for initial funding.

Continuing Services

It has been noticed in the past few years that the COA is serving fewer clients overall, but providing more Health and Social Services to many clients. This trend continued in 1997, as people tend to live longer and subsequently can become more frail and unable to do for themselves but continue to live at home. The services provided today are necessarily more in-depth and clinically oriented than the services provided just five years ago.

Ongoing programs continued to serve an important part of the COA's range of services. Health and Wellness programs, such as flu and pneumonia clinics (1,700 units of service), weekly blood pressure clinic (1,121 units of service), health lectures (over 800 units), and a monthly podiatry clinic (687 units) serve a growing demand. Home visits for evaluation and monitoring purposes, particularly to frail homebound elderly, allows outreach to those who might not otherwise receive any needed services. Student nurses from two schools of nursing continue this year to have the COA as a field placement site, under the supervision of the COA Registered Nurse. These willing students made close to 800 home visits during the year.

In May, the COA and the Arlington Visiting Nurse and Community Health cosponsored a Health Fair at the Senior Center, which was well attended. The October Annual Depression Screening clinic jointly staffed by Symmes, the COA, and the Arlington Youth Consultation Center was a success. Massage Therapy, by appointment, is increasingly popular.

Transportation services are an important part of what the COA does, and is now operating solidly within budget parameters. A new ten passenger lift-equipped van went into service in March to replace an older unit, thus upgrading the fleet. COA vans are used on a daily basis primarily to transport elders to the Senior Center for the day care program, the nutrition program, or for social programs. The Dial-a-Ride subsidized taxi program, which allows a ride anywhere in Arlington for only a small fee, continues to be one of the COA's most popular offerings.

COA Scholarship funding for Adult Day Health and for Meals-on-Wheels programs continue to subsidize Arlington elderly in need of these services, but for whom payment would present a hardship.

In April of 1996 Dr. Charles P. Sevoyan died, leaving a will in which a number of organizations, including the Arlington Council on Aging, were named as beneficiaries. This is the largest gift in the history of the Arlington Council on Aging. As of the end of 1997, a portion of this considerable bequest had been received. The Council has engaged in many hours of discussion as to the appropriate disposition of this bequest and to make sure that it perpetuates the donor's name, honors his memory, and dignifies his profession.

State Criminal Offender Record Information (CORI) legislation was passed this year for the further protection of elders. This new law affects every Council On Aging in the state. The law requires providers of services to elders, in either a paid or a volunteer capacity, to have been cleared through a criminal record background check.

Many programs of the COA would not exist if it were not for volunteers who give of their time and skills. These giving people, who are becoming more difficult to find, donate their energy and talents in many areas. Some of those areas include service on the Council on Aging Board of Directors, delivery of Meals-on-Wheels, preparation of income tax returns for elders, providing transportation to and from medical appointments, working in the Serving Health Information Needs of the Elderly (SHINE) program and staffing the COA reception desk with courtesy and friendliness.

COUNCIL ON AGING / UNITS OF SERVICE
1997 SERVICE REPORT

Reception	10,543
Intake & Referral	705
Health Services	7,261
Social Services	3,024
Nutrition	7,641
Dial-A-Ride	8,559
Other Transportation	12,620
Volunteer service	10,342

This year also saw the loss of the COA's popular Golden Opportunities cable television program, which had successfully run for several years. In order to continue the program the COA would need its own video equipment and volunteers to host, do camera work, edit, and prepare tapes for broadcast.

Goals for the coming year include successful continuation and expansion of the Afternoon Informational and Wellness Series; a growing and productive relationship with Symmes Hospital and Medical Center in the name of community service. The COA will continue to evaluate all services with intent of most closely addressing the needs of all elders in Arlington.

FAIR HOUSING

During 1997 the Arlington Fair Housing Advisory Committee (AFHAC) and the Fair Housing Director actively promoted and implemented activities and programs to ensure fair housing opportunities in Arlington. The committee and the director met monthly between September and June to discuss, plan, and create solutions for a range of concerns regarding equal access to housing. The AFHAC focused on several activities to address relevant issues for present, future, and prospective residents.

In addition to providing information and servicing current and prospective residents, Realtors, and landlords, the AFHAC also aimed its educational efforts toward the wider community. Over the past seven years, the director and the committee have developed an innovative outreach program by sponsoring an Art and Literary Contest involving the students of Arlington High School. The Citizens Housing and Planning Association (CHAPA) honored the contest this year by spotlighting several selections of art work by Arlington High School students in a calendar for statewide distribution. This action once again demonstrates Arlington's exemplary fair housing efforts. One unique aspect of this contest is that local banks contribute generously to provide scholarships to the students who have the winning entries. This year's contributions totaled $4,600. A panel of judges reviewed the student participation of approximately 400 entries. This project gave the student body the opportunity to learn about the state and federal fair housing laws and the Town of Arlington's long-standing commitment to fair housing. Although most AFHAC's activities and events are targeted to meet the needs of people currently exploring the housing market, the AFHAC considers this contest to be of importance. The contest is considered to be an investment in Arlington's future as well as an opportunity to form a public/private partnership with local businesses while retaining the outstanding statewide reputation as an open community. By informing and educating the next generation of renters, homeowners, landlords, and possibly future housing professionals, Arlington will maintain its position as a leader in fair housing.

Both contests involved a number of residents who volunteered their time, professional skills, and talents as judges of the students' works. This year the judges for both contests were: Deborah Chang, Fair Housing Director; Carol Senapoulos Forbes, AFHAC member and social worker; Anita Howard, AFHAC member and independent consultant pursuing graduate studies; Tim Lordan, AFHAC member and former senior vice president of Lexington Savings Bank; Pearl Morrison, Principal of the West Somerville Neighborhood School and AFHAC member; Loretta Tkacs, Realtor and owner of Bessette Realty; and Nick Minton, chair of AFHAC, commissioner of the Arlington Human Rights Commission, and professor at the University of Lowell.

Each winning student received a personalized plaque from the AFHAC presented by Charles Lyons, member of the Board of Selectman; and Nick Minton of the AFHAC. A representative of each contributing bank awarded financial scholarships to their respective student. The following Arlington High student winners of the Art Contest were awarded scholarships: Melina Abdulla, merit award, $650 from Medford Savings Bank; Chris Howell, merit award, $650 from Somerset Savings Bank; Maia

Howard, honorable mention, $250 from Central Bank; Jesse Dee, honorable mention, $250 from BankBoston; Doug Britt, honorable mention, $250 from Cooperative Bank; Carlos Andres Perez, $250 from Citizens Bank.

The following winners of the Literary Contest also received scholarships: Zi Dong Fan, merit award, $650 from Cambridge Savings Bank; Jessie Young, merit award, $650 from Boston Federal Savings Bank; Melissa Brooks Mahoney, honorable mention, $250 from BankBoston; Stephanie Kraemer, honorable mention, $250 from Belmont Savings Bank; Sarah Tannenbaum, honorable mention, $250 from Lexington Savings Bank; Janan Siam, honorable mention, $250 from North Cambridge Savings Bank.

This year's contest culminated in an Awards Ceremony celebration held during April, National Fair Housing Month, at the Arlington Senior Center. In addition to the presentation of contest awards, the AFHAC choose to publicly recognize two Realtors as outstanding professionals who fully integrated fair housing practices into their business and personal lives. Local real estate offices were asked to submit the names of employees or peers that are an exemplary model in the fair housing arena. Louise Ruma-Ivers, vice president of Hunneman/Ivers & Stein, and previous owner and partner of Ivers & Stein was recognized for her leadership in equal housing opportunity dating back to 1971. Additionally, her former partner, Dorothy Stein was honored posthumously. Both women were acknowledged for establishing a firm that set a precedent for assisting minority individuals seeking homes in Arlington. Mrs. Stein reached out with genuine friendship to neighbors of color in the 1970's and beyond, and set an example within the community of welcoming people of all backgrounds. Mrs. Ruma-Ivers actively participated on many boards of the AFHAC to promote fairness in housing. An opening reception was held at the Jefferson Cutter House for all Realtors in town, displaying an exhibit of all the students' entries. The exhibit was on display for the entire month and provided the general public with exposure to the ideas expressed by local students about fair housing.

Arlington was represented at a conference held at The College of the Holy Cross. The director moderated a panel and workshop entitled, Making Fair Housing Possible at the Local Level, and Anita Howard, a member of the AFHAC, was a panelist. The well-attended conference was entitled, Opening Doors - New Initiatives in Fair Housing.

The educational outreach benefits of the annual Art and Literary Contest extended to Town Day in September with a special free raffle of tee shirts. Residents who visited the AFHAC booth and were winners in the raffle were given a complimentary tee shirt with the imprinted design by Melina Abdulla, merit winner in the art contest. The Medford Savings Bank contributed $450 for the purchase and printing of 100 tee shirts, in addition to their Merit Award Scholarship. All other visitors received printed materials on state and federal fair housing laws and other assorted products such as pens, pencils, bookmarks, and rulers designed with a fair housing slogan. Many residents expressed their appreciation for having information available to them while a number of visitors later contacted the Fair Housing Office with particular and personal housing concerns. Each year this particular outreach effort offers an opportunity for the housing questions and concems of many residents and visitors to be addressed and a variety of housing problems to be solved.

In 1997 two additional members joined the AFHAC. Their professional expertise along with their deep sense of personal commitment in promoting awareness about the fair housing laws and protecting the rights of individuals seeking homes, will enhance the committee's planning and activities. The AFHAC plans to continue its educational and outreach efforts in 1998.

Arlington Fair Housing Advisory Committee: Carole Forbes, Julia Acquaah-Harrison and Loretta Chiasson-Tkacs at the Town Day booth.

The Fair Housing Office is staffed with two part-time employees, the Director of Fair Housing and Human Rights and the secretary who work with both appointed boards and provide full-time coverage for the office and the public. The employees are involved in a broad range of activities, projects, and tasks to serve Arlington residents or individuals seeking to make Arlington their home. Tenants, landlords, Realtors, and homebuyers contact the office with a variety of housing concerns. The director assists those who feel they experienced housing discrimination in filing formal complaints with the Massachusetts Commission Against Discrimination (MCAD) and the United States Department of Housing and Urban Development. All other complaints are either mediated or referred to other agencies and authorities as needed. Educational materials and outreach efforts to the general public are designed, implemented, and disseminated through the office in conjunction with the committee's objectives and goals. The director also serves as the liaison to groups, agencies, and organizations outside the town regarding fair housing matters.

Through the Community Reinvestment Act, the Fair Housing Director collaborates with Cambridge Savings Bank officials in the implementation of a new personal loan product. The loan is unique because it allows people with poor or no credit history the possibility of securing a small loan with very low interest. Several Arlington residents benefited from this new program in 1997. Representatives of the banking industry met with the director to discuss additional mechanisms that may assist low and moderate income people toward financial assistance for mortgages. Further developments in this area will come in 1998.

The members of the Arlington Fair Housing Advisory Committee plan to focus their attention to create expanded informational and educational opportunities to present to the wider community about the fair housing laws. Additionally, the AFHAC is exploring the possibility of taking an active role in the investigative process of housing complaints through a contract with the MCAD.

HUMAN RIGHTS COMMISSION

Throughout 1997 the Arlington Human Rights Commission (HRC) continued to develop and implement activities consistent with its goals and objectives. Originally created by Town Meeting in 1993, the mandate of the commission is to advance issues related to the fair and equal treatment of individuals and to create a mechanism for addressing complaints arising out of these issues. The commission also creates and participates in educational opportunities and programs for the community regarding these concerns. The Town Manager, School Committee, and the Town Moderator have appointment authority for the thirteen members of the commission.

***Human Rights Commissioners**. Seated (l to r): Roger Rosen, Sheri Baron, Christine Deshler, and William Shea. Standing (l to r): Patricia Worden, Jim Webster, Susan McHugh, Christopher Kita, Esther Kingston-Mann, Nick Minton, Jansen Chang, and Christine Carney.*

As mandated in its bylaw, the commission began the year by electing a new chair, Christopher Kita, to serve a one-year term. Sheri Baron continued to serve as vice chair. The commission continues to receive the assistance of two part-time staff people, the Director of Fair Housing/Human Rights and a secretary, staffing a combined office to serve the public in concerns connected to discrimination. The commission and director meet each month and many members contribute additional hours through their participation on subcommittees, complaint investigations, and representing the commission at local events and affiliated conferences. The director and commissioners attended a conference sponsored by the Massachusetts Commission Against Discrimination (MCAD), the District Attorney's Project Alliance, and the Governor's Task Force on Hate Crimes. Representatives of the organization, Empowering Multicultural Diversity, and the Anti-Defamation League gave presentations to the HRC to inform them of the many services and products available to assist the commission in fulfilling its role in Arlington.

Last year the commission established an Education Subcommittee to discuss and develop projects with the Arlington Public Schools. Members of this subcommittee met regularly throughout the year with school administration and faculty to discuss policies and curriculum aimed at fostering tolerance and promoting diversity, especially in relation to new teacher recruitment. For the second year the commission helped to sponsor the Disability Awareness Curriculum Pilot Program at the Peirce School in conjunction with the Central Middlesex Region of the Department of Mental Retardation. The commission plans to collaborate with the Commission on Disability to develop further disability rights education efforts. The publicity subcommittee of the HRC plans to increase the public's awareness of the existence of the HRC and the position the commission can have in assisting a resident, employee, or visitor in the Town of Arlington. Toward the end of 1997, the finance subcommittee was formed to explore the best possible use of commission's resources.

During the year, the commission-initiated efforts to raise public awareness of and to encourage residents to report any hate crimes or incidents, including hate graffiti, vandalism, verbal assaults, or physical assaults to the commission or the Arlington Police Department. Through the office the commission is able to maintain records of hate crimes and incidents. In cooperation with the Arlington Police Department the commission tracks the frequency and severity of such events in Arlington. Statistics are reported to the public annually.

In a continuing effort to increase its visibility, the commission sponsored a booth at Town Day. The commission gave away balloons and pencils and sold raffle tickets for a fine handmade quilt and pillow depicting a multicultural theme, stitched and donated by Human Rights Commissioner, Christine Carney. The proceeds were earmarked for educational programs in the

schools geared toward increasing tolerance. Scores of citizens dropped by the booth to speak to commissioners and take away informational brochures. In December the commission cosponsored the town's annual Community Holiday Celebration, a town-wide event which featured talented local students as well as professional artists. The evening was a huge success, and the commission looks forward to cosponsoring this event in the future.

One of the newest developments this year has been the implementation of the contractual agreement with the MCAD to investigate some Arlington cases through our local commission. Last year, after months of preliminary work, the commission and the Town Manager, with the support of the Board of Selectmen, signed a contract with the MCAD to conduct preliminary investigations of complaints filed with the MCAD from the Town of Arlington. In investigating these cases, the commission provides local citizens with an invaluable service. The MCAD is backlogged with cases, some dating back more than two years. By entering into this agreement, the commission is helping to expedite these backlogged cases for the citizens of Arlington. In preparation for this duty the commissioners attended training sessions at the MCAD and two representatives from the MCAD came to Arlington to meet with commissioners to answer questions pertaining to the legal complexities of the investigation and reporting process.

In December, the commissioners took part in a strategic planning session that will result in increased visibility and additional activities in 1998.

COMMISSION ON DISABILITIES

Since 1993 the Arlington Commission on Disability has worked closely with Arlington officials, residents, and others to insure that people with physical, sensory, cognitive, and other disabilities have equal access to town facilities, services, and programs. The Commission consists of nine commissioners, all volunteers. As mandated by state law, the majority of commissioners have a physical, cognitive, or sensory disability. Three of the commissioners live with and care for a family member with a disability. This mandate brings an intimate and informed understanding of disabilities to commission agendas and ultimately the decisions.

Coordination and implementation of the Commission agenda and goals continues to be handled by Jack Jones and Janet Baronian of the Arlington Housing Programs Office and Arlington Disability Access Office. Cooperation between the Commission and this office is effective and efficient. The Commission continues to occupy office and meeting space in the Senior Center building at 20 Academy Street.

In 1997 the Commission continued to focus on and monitor a number of ongoing and important access issues. The town continues to make progress in its program to provide effective, well-placed parking for persons with disabilities. On a yearly basis, the Commission will conduct an overview of the town's reserved spaces and recommendations made where needed. Also, town renovation projects require the Commission to work with the building inspector and other town agencies to insure that access for the disabled is provided in accordance with the Americans with Disabilities Act.

The Commission continues to work with the School Department regarding access issues, both in existing school facilities and those slated for major renovations. The newly renovated Ottoson Middle School is now fully accessible. Plans to rebuild or renovate three elementary schools in the next three years will resolve access deficiencies in those facilities. The ongoing issue of a lack of an elevator at the Dallin School still persists. The Commission will work with town officials to resolve this issue in a timely fashion so that students attending the school who ambulate in wheelchairs will have full access to the facility. A major goal of the Commission is to facilitate a well-designed, effective educational program for Arlington students revolving around physical, cognitive, and sensory disabilities. Over the past two years, a once-a-year educational program, facilitated by the Human Rights Commission, has been conducted at the Peirce Elementary School. The program, developed in Newton, is well designed and effective. The Commission on Disability will work with the School Department to implement these ongoing educational programs.

Educating the community in general regarding disabilities is an ongoing agenda item of the Commission. Development of a program to provide restaurant owners with the information needed to make their establishments accessible is in its initial stages but should be fully implemented by the end of 1998. Coordination and sharing of information and ideas between the Arlington Commission on Disability and commissions from neighboring towns is ongoing.

Resolution of the concerns and complaints of citizens are managed, as needed, by the Arlington Disability Access Office in concert with the Commission. Meetings are open to the public and citizens are invited to attend to voice their concerns. Follow up is done through the Disability Access Office using available municipal offices and information.

The 1998 agenda for the Commission will continue to revolve around the very clear parameters of the Americans with Disabilities Act, with special attention paid to progress being made by the Arlington School Department regarding school facilities.

The Town of Arlington continues to make progress regarding access issues. In November the Commission on Disability submitted two designs to the Massachusetts Architectural Access Board for their annual design competition. The designs submitted were: the Whittemore-Robbins House in the category for access design in Historic Preservation; the Robbins Memorial

Town Hall in the category of Public Architecture. The town was awarded first place honors in the category of Public Architecture for the accessible design of the walkway and entrance ramp at the Robbins Memorial Town Hall, a very special recognition.

BOARD OF HEALTH

In 1997 the Board of Health welcomed three new staff persons and one new board member. Patricia Quigley, R.N., joined the Board of Health staff in early 1997 as Health Compliance Officer. Throughout the year, Nurse Quigley worked with food establishments at implementing sanitation protocols, enforcing the State Sanitary Code, and sponsoring food handler's training. In addition, the nurse closely followed communicable diseases town-wide and targeted new ways for prevention. Board of Health member and chair Charles Keefe resigned this year after eight years of service. Shortly after resigning Mr. Keefe passed away. Mr. Keefe's contributions as board member and chair are greatly appreciated and missed. The newest board member is Gregory Leonardos. Aside from teaching college-level Chemistry, Mr. Leonardos' expertise is environmental issues.

As in past years, the Board of Health offered several public health clinics in 1997. These clinics offer the opportunity for residents to receive accessible disease prevention tools. At the annual rabies clinic in May, eighty-seven animals were vaccinated against the rabies virus. In the fall, the flu and pneumonia clinics were held. This year 1,527 flu shots and 250 pneumonia shots were given.

The Tobacco Program of the Board of Health continued to work with residents and businesses in promoting healthy, smoke-free environments. Joseph Genova, a former instructor at the Somerville Hospital School of Nursing, joined the program this year as Health Compliance Officer. Mr. Genova replaced Joel Peterson, who is pursuing a medical degree. Also new this year is tobacco program secretary Aimee Flowers. Ms. Flowers replaced Karen Gannon, who has taken another position in the town.

The Tobacco Program offered several sessions to help smokers quit through hypnosis this year. Over 150 residents attended the smoking cessation seminars. The program also worked at limiting youth access to tobacco products. On average, eighty-seven percent of tobacco vendors did not sell cigarettes to minors during compliance checks. Future goals for the program include offering a variety of cessation programs, decreasing tobacco sales to minors, and outreach to the business community.

Throughout the year, the Board of Health protects the public's health by enforcing state and local sanitary regulations. Inspectors regulate food establishments, public pools and bathing beaches, massage therapy establishments, tanning facilities, housing complaints, dumpsters, septic systems, and other miscellaneous environmental concerns. Policy review and development continually takes place. In 1997 revisions were made through the public hearing process to the Arlington Board of Health Massage Therapy Regulations and Rules and Regulations Restricting Smoking and Distribution of Tobacco and Tobacco Products within the Town of Arlington.

This year the Board of Health not only addresses the sanitary and environmental concerns of the town, but also strives to promote an overall healthy community. New initiatives included offering CPR courses free of charge to all residents and employees of the Town of Arlington. The equipment for the courses was donated by the Medical Center at Symmes. Funding was obtained through a grant from the Community Health Network Area. To promote awareness of various health issues, the Board of Health in concert with the Fox Library developed a health topics bulletin board. Each month new topics were addressed with displays of relevant books to reference. Other awareness projects included brochure racks at the Board of Health office, which contain a myriad of free information and literature.

In the future, the Board of Health will continue to meet the town's public health needs, serve as a health resource, and promote a healthy environment.

Marie Walsh, Board of Health Director and Deputy Richard Maimone, Arlington Fire Services, prepare for CPR Class.

VETERANS' SERVICES

The Veterans' Services Division is responsible for aiding and assisting all veterans and their families. This help is extended to them through counseling, application for federal and state benefits, financial assistance, medical assistance, educational benefits, and burial benefits.

The Office of Veterans' Services also manages and organizes the Memorial and Veterans' Day

Observances. The division is responsible for registration and decoration of over four thousand graves in Mount Pleasant and Saint Paul's cemeteries. The task of decorating the graves could not be done without the help of the local American Legion Post and Disabled American Veterans' Chapter.

Mount Pleasant Cemetery. Flags on Veterans' gravesites.

SEALER OF WEIGHTS AND MEASURES

The Sealer of Weights and Measures continues to provide consumer protection to Arlington citizens. All devices used to measure material goods sold to residents must be checked and sealed every year to ensure accurate accounting of the cost per item. This includes grocery store scales, convenience market scales, taxi meters, oil truck meters, and gas pumps at service stations. This past year the Sealer verified the following seals:

Scales	154
Weights	156
Gas Pumps	179
Taxi Meters	21
Linear Devices	5

Approximately $5,000 was paid to the town for sealing fees. This work ensures that the Arlington consumer is well protected when purchasing measured items.

RECREATION DIVISION

The year 1997 was one of milestones and firsts for the Recreation Division. In May over 500 runners from throughout New England took part in the twentieth annual Memorial Day Road Race. The Recreation Division in cooperation with the Rotary Club of Arlington hosts this event.

Workreation, a program for teens began its tenth year as a Recreation Division offering. Workreation gives young teens an opportunity to assist with recreation activities. The teens earn credits that they can use to help defray the cost of their participation in programs. Each year an average of 100 teens take part in the Workreation program providing them with a job training opportunity as well as providing much needed assistance to recreation staff.

A summer concert series made its debut in 1997. Three outdoor band concerts were scheduled for the lawn of the Jefferson Cutter House in Arlington Center. Young and old alike enjoyed country, big band, and contemporary music. The concert series was offered in cooperation with the Arlington Chamber of Commerce with sponsorship from the business community and the Arlington Arts Council.

In November, the Town of Arlington entered into its twentieth year of a lease of the Veterans' Memorial Sports Center with the Metropolitan District Commission. The operation of the ice skating facility is under the auspices of the Recreation Division. The Sports Center has been a hub of recreational activities during the past two decades. Ice skating continues to be the prime use of the facility from September through March. During the warm weather months the Sports Center has been used for a myriad of activities including Club Rec; a summer program for children from ages five through ten; batting cages, a bike rodeo, tennis, and flea markets.

An inline skating clinic was held at the Sports Center for the first time in Symmes Hospital and Medical Center hosted this program which emphasized safety and skating skills.

Alice Nichols completed her twenty-fifth year as a skating instructor for the Recreation Division. During this time Mrs. Nichols has taught thousands of youngsters basic skating skills.

New Zamboni ice-surfacing machine arrives at the Veterans' Memorial Sports Center in October.

Improvements to the facility continued in 1997. A new Zamboni ice-surfacing machine arrived in the fall to replace a twenty-five year old machine. The original boiler was replaced in November providing an updated heating system for the service building and the Recreation Office.

The staff of the Recreation Division is committed to continuing to reach milestones by continually updating and improving facilities and programs offered for the residents of Arlington.

HUMAN SERVICES

PARK AND RECREATION COMMISSION

During 1997 the Park and Recreation Commission continued the task of renovating and improving the parks and playgrounds in town. The commission focused on long-range planning for upgrading and maintenance of the playing fields and capital improvements to fields and playgrounds. The commission also worked closely with citizen groups and organizations to promote increased use and improvements to Arlington's active and passive recreation facilities.

Planning for the Future

During 1997 the Park and Recreation Commission, assisted by Pine and Swallow an independent consultant, analyzed the condition of sixteen of Arlington's most actively used playing fields and made recommendations to the town for capital improvements and long-term maintenance. Pine and Swallow prepared an inventory of existing conditions, evaluated the turf and soil conditions, met with the commission, the Department of Public Works, and the citizens of the town who use the fields to hear their needs and determine current maintenance practices. The final report was issued in March. The report contains recommendations for usage control, maintenance, and capital expenditures. This comprehensive report will provide the foundation for the town to establish a long-term plan for the improvement and protection of Arlington's active recreation open spaces.

Using information prepared by the Recreation Facilities Task Force, plus new data prepared by Pine and Swallow, and requests by neighborhood groups, the commission updated the Five Year Capital Plan to reflect current priorities and costs. The lack of adequate funding and competition for the limited funds that are available resulted in the need to delay improvements to some sites and a shift in priorities.

In response to the increased interest of individuals and organizations in the town in identifying, promoting, and contributing to the improvement of parks and playgrounds, the commission developed a document outlining the Procedures for Capital Improvement Projects. The document outlines the sequence of steps and potential funding sources for proposed projects and is available at the Recreation Office at the Arlington Sports Center.

In February, the commission submitted a successful application to the Field of Dreams program sponsored by True Value for $1,000 in materials to upgrade Buzzell Field. Also in February, Joanne Morel retired her position as park commissioner after twenty-five years of service. Mary Tegan replaced her in April.

Capital Improvements

In 1997 the Park and Recreation Commission prepared a scope of work for capital improvements to Florence Avenue Field (Dallin School), Peirce School Playground, and Thorndike Field. Qualified landscape architects submitted proposals resulting in the selection of Leonard Design Associates to prepare preliminary designs and contract documents for these sites. During the design phase, a public hearing was held in December 1997 to solicit opinions and recommendations, which were incorporated in the final design. The commission and Leonard Design Associates also met with the Playground Committee of the Mount Gilboa Neighborhood Association to provide input and technical assistance in the design and installation of new play equipment at the Arlington Reservoir.

The commission also coordinated with representatives of the Peirce School and landscape architect Paul Lu and Associates during the construction of a new tot lot at the school. Construction was also completed for a new playground at Buzzell Field. The following is a summary of capital improvement projects that were completed in 1997 or planned and scheduled for completion in 1998.

•*North Union Field* - North Union Field was renovated including reconstruction of the infield with new clay and sod, aeration of the entire field, topdressing the outfield, slice seeding, fertilizer, and a new underground irrigation system.

•*Buzzell Playground* - Construction was completed in May 1997 for the total reconstruction of the Buzzell Playground. The new playground includes a handicap accessible multi-use play structure, tot lot, seating, fencing, ten new trees, relocated paths, and landscaping.

•*Spy Pond Field* - The baseball and soccer field at Spy Pond was completely rebuilt in 1996and 1997 including the reconstruction of the infield with underground drainage, professional quality clay, regrading and seeding of the outfield, new backstop, and underground irrigation system.

•*Peirce School Tot Lot* - The commission worked closely with the Peirce School Playground Improvement Committee to design a new tot lot, play structure, fencing, benches, and landscaping. The tot lot was completed and dedicated in October 1997. Included in the design was a bench dedicated to the years of service by Joanne Morel.

•*Magnolia Field* - Plans, specifications, and cost estimates were completed in October 1996 for the regrading and reconstruction of Magnolia Field including fine-grading and seeding, new benches, improved drainage, reconstructed walkways, and an underground irrigation system. This project was to have been funded by

revenue from the lease of cellular antennas. These funds were less than anticipated and the commission has again requested that $100,000 in Community Development Block Grant (CDBG) funds be allocated for the construction of this project in 1998.

•*Florence Avenue Field* - In 1997 Town Meeting allocated $65,000 for the upgrading of the soccer and baseball field at Florence Avenue (Dallin School). Based on the investigations and recommendations of Pine and Swallow, the commission prepared plans and specifications for the relocation and reconstruction of the baseball and soccer field including a new underground sprinkler system. Bids were received and construction will start in April 1998.

•*Warren A. Peirce Field* - The track was repaired and replaced at Warren A. Peirce Field. Plans are currently underway for the partial or complete renovation of 2,000 seats plus press box on the home-side grandstands and 1,000 visitor seats. The renovated facility will also be in compliance with the current code requirements and accessible to persons with disabilities.

•*Reservoir Playground* - The commission assisted the Mount Gilboa Playground Committee in preparing plans and securing approval from the Lexington Conservation Commission for the installation of a tot lot and playground equipment including benches, fencing, and handicap access. Construction is anticipated to start in the Spring of 1998 and will be a community effort with volunteer labor.

•*North Union Spray Pool* - Plans were completed by Leonard Design Associates for the reconstruction of the North Union Pool. The new facility will include a variety of fountains and spray jets. The existing paving will be replaced with new paving and color patterns. It is anticipated that construction will begin in late spring 1998.

•*Peirce School Playground* - The commission continued to develop plans for the Peirce School Playground - Phase II. Proposed improvements include enlarging the existing playground area and installing new equipment, realigning the basketball courts so that two courts could be installed, and construction of a garden outside the play area. CDBG funds for this project were requested in March 1998.

Pending Projects

In 1996 Town Meeting allocated $50,000 for regrading and irrigation of Thorndike Field. Based on the findings in the Pine and Swallow "Playing Field Management Report" the subsoil conditions at Thorndike Field will require remediation and the installation of an underground drainage system in order to maintain the field in good condition without periodic reconstruction. Detailed plans are currently being developed to determine the final scope and cost of this project.

During 1997, the commission met with representatives of the Friends of Spy Pond Park regarding issues related to shoreline erosion, problems with the Canadian geese, the need for bulletin boards and repairs to benches, tables, equipment, and paths. The Commission agreed to continue working with the Friends and has requested funds to hire a consultant to evaluate the conditions and recommend solutions to the erosion problems.

Goals for 1998

The primary goals for 1998 are to educate the town on the importance and need to invest in the long-term maintenance and improvements to Arlington's playing fields and open spaces, to document the tasks and costs associated with each site, and to identify and secure a commitment for the necessary funding to protect and preserve these resources for the future.

EDUCATION AND LIBRARIES

LIBRARY DIRECTOR AND BOARD OF TRUSTEES

Use of library services continued to grow as demonstrated by the increase in circulation to 459,763, the highest in the library's history and a 4 percent increase over last year. The public received answers to 76,501 reference questions, a 14.6 percent increase over last year. Interlibrary loan transactions continued a trend of substantial growth with an 8.5 percent increase over last year and 130 percent over five years ago. The Community Room and Conference Room were used by organizations 358 times and the study/computer rooms were in constant demand. The public was informed of library services and programs through the Arlington Advocate and library newsletters.

Services for Adults and Young Adults

Adults and young adults enjoyed a wide range of services in 1997. Two librarians were scheduled on the Reference Desk during busy times whenever possible to assist citizens as quickly as possible both in person and on the telephone. The Adult Services staff offered fifty-one small group-training classes for patrons in use of the public access catalog and text based Internet. Book and videocassette displays to highlight the collection were offered monthly. As always residents made great use of the tax form table and booklets provided by the library to aid the public with filing their tax forms. This service proved even more popular this year since the United States Post Office decided not to provide the tax forms and instead referred citizens to the library. Both the large type print book list and the information and referral files were updated. In the fall the library introduced eight new CD ROM products for use in the Reference Room. These products include a street atlas of the United States, telephone directory, world atlas, two encyclopedias, Massachusetts Laws, and information on authors and poetry. New shelving was provided for both the paperback and compact disc collections to accommodate the growing collections and improve browsing for the public.

The library continued its efforts to reach out to young adults. School visits to the library increased and library staff provided bibliographic instruction to the students. The staff re-organized the local history files in the Reference Room and produced booklets on various topics to assist students with assignments on the history of Arlington. Library staff worked with school personnel to provide copies of books on the summer reading lists for the Ottoson Middle School and Arlington High School. For the second year the library sponsored a Summer Reading Club for middle school and high school students and displayed student artwork at the library. Adult Services librarians visited the Arlington Media Center to give freshmen an orientation on services available at Robbins Library. The library and the High School Media Department worked together to produce a video about the library to show students.

The library worked with town organizations on special projects. Citizens were delighted that Cyrus Dallin's sculpture of My Boys returned to the library in its previous location in the lobby. The library cosponsored a reception with the Cyrus E. Dallin Art Museum Committee to celebrate the restoration of My Boys and the Appeal to the Great Spirit. The library loaned prints from the Winfield Robbins print collection to the Arlington Historical Commission and the Department of Human Services for display at the Whittemore-Robbins House.

Services for Children

Children and their parents enjoyed 321 programs attended by approximately 9,872 people. A total of 1,359 children participated in the ever-popular Summer Reading Program with the theme of "Kingdom Readalot." The many children's activities included storytimes, toddler programs, sing-a-longs, after-school crafts, school visits, and vacation programs. Parents have expressed how helpful the graded and subject book lists were in choosing materials for their children. Staff provided assistance with homework assignments and created book displays to highlight the collection.

The Anne A. Russell Children's Educational and Cultural Enrichment Fund continued to enable children to enjoy a variety of programs and materials that could otherwise not be provided through the municipal budget. The theme of Fiscal Year 1997 was art and music. The forty-seven programs presented included hands-on craft workshops, as well as dance and music programs ranging from classical music performance to a participatory African drumming program. In addition, funds were used to purchase books, cassettes, videocassettes, CDs and other materials to supplement the collection, particularly in the areas of art and music for children. Some funds were used to purchase new computer software for the personal computer available in the Children's Room and for CD ROMS that circulate for use on home computers.

Several programs were sponsored for the schools in order to ensure that every child in the public schools had the opportunity to benefit from at least one Anne A. Russell funded program. A popular storybook character that encouraged the children to get a library card visited all first and second grade students. Mystery writer Lucinda Landon in conjunction with the elementary school library program visited third and fourth graders. All fifth and sixth grade students enjoyed the Irish Experience in America a musical program featuring the songs of Robie O'Connell and step dancing with Michael Walsh which presented the immigrant experience of the late nineteenth century through a specific culture.

The highlight of the spring was the Art and Music Fair attended by several hundred people. All elementary schools participated through choral performances,

artwork, photo essays, and an art quilt. There were performances throughout the day including the Arlington Friends of the Drama, hands-on art projects, displays, and demonstrations of musical instruments.

Two popular services were continued. The Children's Services staff distributed over 500 packets to all children entering public or private kindergarten in Arlington. The packets included an introduction to the library, a registration form for a library card, a certificate for a free paperback book, and a bookmark. Approximately 625 parents of new babies received a letter of introduction to the Children's Services Department, a list of materials for preschoolers available at the library, and a certificate for a free board book.

New materials were featured in a series of displays and book lists and were prominently shown at the Art and Music Fair. Other brochures developed using Anne A. Russell funds included listings of art and music programs for children in the Greater Boston area as well as a listing of children's theatre programs in Boston.

Fox Branch

Adults and children in the neighborhood surrounding the Edith M. Fox Library and Community Center continued to enjoy library services. Displays and exhibits were offered regularly for adults. Children's activities include storytimes, toddler programs, sing-a-longs, after-school crafts, holiday and vacation programs, school visits, and rotating book displays.

Behind the Scenes

Library staff selected, ordered, and processed 13,082 items. Weeding of outdated materials continued in all areas of the collection. Both the Children's Department and the Adult Services Department provided orientation sessions on library resources for teachers in the elementary and middle schools. Staff devoted considerable time to dealing with problems in several areas including the ordering of security boxes for videocassettes to deter theft of that popular collection, troubleshooting of computer equipment used by the public, and monitoring the upper floors. Library administration consulted with the School Department and the Department of Community Safety to resolve behavior problems and maintain a quiet environment. The addition of several new neighboring libraries including Cambridge and Lexington to the Minuteman Library Network increased the workload of staff but will provide expanded resources for Arlington residents in the future. Each department prepared goals and objectives for the year that reflected the library's long-range plan. The library continued its efforts for increased coordination with the schools in programming, homework assignments, summer reading lists, and school visits. A new edition of the Borrower Brochure was issued to assist new residents in utilizing library services. Loretta Mahoney retired as Senior Library Assistant in Technical Services after thirty-four years of dedicated service.

Technology

The library continued to offer text based Internet and to plan for graphical Internet in the spring of 1998 when the Minuteman Library Network receives a grant to upgrade the telecommunications system. CD ROM technology has also been provided with the addition of thirteen new CD ROM products at workstations in the Reference Room and Children's Room. Library administration continues to participate in the town's Data Processing Advisory Committee. Library staff is actively involved in all of the Minuteman Library Network's committees to insure input on network decisions and planning for the future. Three improvements were introduced this year for greater efficiency and to better serve the public: the printing of overdue notices on site; the notification of patrons by e-mail of reserves and overdues; and the granting of personal account numbers to patrons who wish access to their records through the public access computers. An Optelec Magnifier machine was purchased for the sight impaired to make small print available in a much larger size.

Board of Library Trustees

The Board of Library Trustees prepared its annual goals and objectives which included the evaluation of the level of library services, advocating for adequate staffing, establishment of policies to serve community needs, planning of programming, administration of the trust funds, and implementation of a fundraising plan. The Board developed a fundraising brochure that outlined the library's needs and giving opportunities for individuals and groups. This brochure was mailed to potential donors and will be distributed at the library. The Board also took steps to establish a 501 C 3 (private, non-profit tax-exempt) foundation to further its goal of raising funds through corporate donations. The Board sponsored three author programs this year: Arlington mystery writer Bill Eidson; national author of historical fiction William Martin; and Arlington author of supernatural fiction, Gary Goshgarian.

Donations

As in previous years, the Board of Trustees allocated money from trust funds for the improvement of library services. In Fiscal Year 1997 the Board approved funds for reference books, large type print books, CD ROMS, Local History Preservation, literacy books, young adult paperbacks, circulating art prints, books on tape, videocassettes, author programs, young adult summer reading books, young adult and children's summer

reading program, children's books, Reading is Fundamental Program, educational toys, puppets, children's cassette and book kits, public relations, and staff development.

The library is most grateful for the Anne A. Russell Educational and Cultural Enrichment Fund that continued to provide opportunities and resources to the children of Arlington that would not have otherwise been available.

The Friends of the Library continued to support the Library through the purchase of passes to six museums, books on tape, videocassettes, CD music collection for children, CD ROM products for children, paperback rack for the Fox Library, and books for the Fox Library. The Friends assisted the Board of Trustees with the author programs and coordinated the annual book sale on Town Day that raised over $1,600.

Arlington residents and organizations continued their generosity to the library and donated approximately $2,000 to the library in Fiscal Year 1997. The Board is most appreciative of these donations.

Board of Library Trustees. Seated (l to r): Barbara Muldoon, Francis Donnelly, and Katharine Lawrence. Standing (l to r): David Castiglioni, Patricia Deal, Joyce Radochia, and Robert McKersie.

Volunteers

The library has continued its attempts to increase its corps of volunteers especially to assist with ongoing needs such as shelving, shelf reading, and a special inventory project. Although the library has publicized extensively for volunteers in the Arlington Advocate, cable television, Senior Center, and in the two libraries; the results have been only moderately successful. The library is very grateful to the thirty-five individuals and to the Friends of the Library who have volunteered approximately 2,000 hours to assist with various library projects: Franca Ainsworth, Gerard Balan, Steve Barkin, Lynette Benton, Beverly Brinkerhoff, Mary Connolly, Angelika Danze-Lueck, Tiffany Ding, Mary Eaton, Pam Watts Flavin, Mary Frink, Catherine Grynkiewicz, Mary Grynkiewicz, Suzanne Hilton, Marie Hohmann, Anne Honeycutt, Jean Hopkins, Dorothy Jones, Katherine Keenum, Anne Doyle Kenney, Bernice King, Valerie Kombouras, Virginia Koretsky, Chris LeGoff, Brendan McDermott, Kay McGreal, Jerrine Milke, Eleanor Morrissey, Jessica Pesce, Alice Seelinger, Roberta Selleck, Maureen Tierney, Wendy Watson, Susan Webber, and Anne Worth.

A dedicated corps of volunteers for many years has maintained three programs. Several volunteers delivered books and other library materials to citizens who are homebound. A volunteer coordinated the books discussion group that met monthly. Two volunteers from the Friends of the Library maintained a book sale room on the fourth floor and re-stocked the shelves weekly.

Looking Ahead

The mission of the library is to be an integral part of the community by providing residents with a wide variety of materials, resources, and services that enhance their daily lives and encourage lifelong learning. The library will sustain the traditional role of providing a high quality collection while using advanced technologies to better retrieve information. To fulfill its mission, the Robbins Library will provide information in a variety of formats including books, magazines, audiovisual materials, electronic databases, and access to the Internet via the Minuteman Library Network. The Internet offers a wealth of material that enables libraries to enhance and supplement existing collections. It allows access to ideas, information, and commentary from around the globe. The library via the Minuteman Library Network Home Page will suggest to patrons specific sites on the World Wide Web which are authoritative, helpful to users, and appropriate to the mission and service roles of libraries. As information consumers, patrons must evaluate the validity and desirability of the information found on all Internet sites. Library staff will offer orientation sessions for the public on using graphical Internet.

Although library patrons are making increasing use of technology, it is interesting to note that circulation of the book collection continues to increase. The library must maintain a funding level that enables it to continue to meet the demand for new books and audiovisual materials as well as provide sufficient workstations for computer-based information retrieval and Internet access. The library has to date been able to meet the public's demand for new books either through direct ownership or interlibrary loan and has budgeted for some additional workstations to accommodate graphical Internet access next year. The library has been unable to meet the need for increased funding for audiocassettes, books on tape, compact discs, and videocassettes. Creative ways must be found to increase funding for these collections through a partnership of municipal and private fundraising.

A goal of the library for several years has been to expand its services to young adults through the addition of staff hours directed toward this age group. Even though several young adult projects have been undertaken, a comprehensive program for young adults will require additional staffing or the elimination of some existing services.

The years ahead will be very exciting and challenging for libraries as technology makes a wealth of information available. Libraries are in the position to offer access to this information to all citizens especially to those who do not own a computer. Librarians will assist the public in determining whether print resources or electronic resources will best meet individual informational needs. Libraries will also fulfill their traditional roles of providing materials and services to meet the needs of leisure reading and other recreational uses and provide opportunities for children to discover and appreciate the joy of reading and using library resources. Library administration, staff and trustees will carefully examine all library services to prioritize these in a time of fiscal constraint when additional financial resources and staffing are not available.

ARLINGTON PUBLIC SCHOOLS

As the 1997 school year began, 4,200 students began an exciting educational period. The entire structure of the kindergarten through twelfth grade curriculum had been revised. New curriculum frameworks had been developed which required changing the way student growth would be assessed and reported to the public. The school hours had been increased, the daily school schedules had been lengthened, and the ordinary "study" periods had been eliminated.

The Educational Frameworks, published by the Board of Education, provide an overview of what students should know and be able to do by the time they graduate from high school. The Arlington Public Schools are utilizing these guidelines to produce an educationally appropriate curriculum for kindergarten through twelfth grade to be used in all schools. In addition, the professional staff has spent thousands of hours renewing their expertise and developing new assessment skills to coincide with the changing needs of the student body.

The kindergarten through sixth grade school day has been lengthened so that each child is scheduled for 900 hours of educational time during the year. The students in grades seven through twelve are scheduled for a total of 990 hours of time on learning per year. The schools no longer allow a "study" period without a teacher being available to help students. The class length has been increased in order to provide the time for many "hands on" activities as well as examining issues more in depth.

In order to measure the educational performance of students, a statewide testing program will be introduced that will measure how well the students are learning the new curriculum in all subject areas. A base-line test was offered in the spring of 1997 to grades four, eight, and ten. The Education Reform Act of 1993 required that this testing process be established. Within the next few years, all students will have to pass these tests in order to receive a diploma at graduation. Students will be allowed to repeat the examination if they do not pass it in the tenth grade.

During this year, the middle school students were assigned to the high school while the Ottoson Middle School was being totally renovated and an addition being constructed. The total cost of this construction project was shared with the Commonwealth of Massachusetts. The state paid sixty-three percent and the Town of Arlington paid thirty-seven percent of the $14,300,000.

The Town Meeting had submitted three elementary schools for construction/renovation to the Department of Education. These three schools were approved. Consequently, the Infrastructure Committee determined that a debt exclusion vote would be required to fund these projects. The question of having one debt exclusion vote for all seven schools was placed to a town-wide vote in June of 1997. This ballot question was narrowly defeated by 34 votes. The decision was made to narrow the question to the three approved schools and return the question to the voters.

The annual school operating budget was approved by the Town Meeting in the amount of $24,650,000. This budget supported an increase of teaching staff at the Ottoson Middle School and Arlington High School. The budget also included the funds necessary to provide for a three- percent increase in staff salaries as negotiated in the many employee contracts.

This year was Year One of the five year Strategic Plan for the Arlington Public Schools. The alignment of curricula, professional development for staff, wiring of schools for Internet access, and beginning of the communication processes have occurred. New policies have been put in place to address concerns of harassment, acceptable use of technology, and home schooling.

A five-year Technology Plan was adopted by the School Committee and approved by the Department of Education. This plan allowed the schools to receive over $200,000 in grants to help address the technological needs. Many parent and community volunteers worked with Theresa Jay, the school Technology Coordinator, to design the plan and wire all schools.

Many parents and staff members worked hard to design a plan to fund Full Day Kindergarten Programs to be approved by the School Committee for implementation in 1998. This was an enormous effort that will benefit generations of students.

Even though the Arlington Public Schools celebrated many "firsts" during 1997, there were also some sad areas. One of our Social Studies staff members, Bob Boswell, passed away. Mr. Boswell was much beloved by students and staff. His smile and good

humor has been missed.

There were many retirements during 1997. Patricia Isaia, William Gorman, Nancy Guzzi, Eleanor Jackson, Brad Clough, Diana Gostanian, Joanna Hunt, Eileen Healion, Geraldine Gardner, Dorothy Craig, John McDonald, Robert Lowell, Manuel Pacheco, and Robert McLaughlin. These individuals represent many years of dedicated service to the Town of Arlington.

The Arlington School Committee and staff wish to thank the citizens of Arlington for their continual support and dedication to its youth. Without this commitment to life-long learning, it would be impossible to reach the educational excellence desired by all.

MINUTEMAN SCIENCE - TECHNOLOGY HIGH SCHOOL

Beginning in September 1997 a group of seven Wayland High School students began spending two hours every morning at Minuteman Science-Technology High School (Minuteman Tech) receiving career training experiences. Two students are taking carpentry, two students are taking electronics, and three students are taking computer programming. Following their time at Minuteman Tech, these students return to Wayland High School for their academics. Concord, too, is currently taking advantage of this program, and students from all of the other district high schools are also invited to participate.

The program is being run under the auspices of the School-to-Careers Partnership in which Wayland, Concord, and other district towns have been participating for the past year. In a time when demands on schools are increasing and resources are diminishing, it is very important that schools find creative ways of working together to provide the broadest and best possible education for their students. The Wayland-Minuteman Tech program provides Wayland students with an opportunity for hands-on learning experiences, which were no longer possible after the school closed its industrial arts program for budgetary reasons.

Another example of creative partnerships with district towns is our middle school technical literacy program. With the participating schools paying for the equipment and supplies, Minuteman Tech provides four teachers who work full time giving hands-on technology education to students at the Acton-Boxborough Junior High and at middle schools in Bolton, Concord, Lancaster, Lexington, Lincoln, and Sudbury. This includes an exposure to biotechnology, environmental technology, robotics, telecommunications, microelectronics, mechanics, and technology projects.

For other district middle schools, Minuteman Tech sponsors Technology Days during which more than 200 students from district middle schools and their science teachers are invited to spend a day in Minuteman Technology labs doing hands-on activities in robotics, electronics, and other technical disciplines. Schools register for the program on a first come, first served basis.

Minuteman Tech service to district middle school students also includes the very popular After School program which provides hands-on career exploration and academic enrichment opportunities on Tuesday and Thursday afternoons during October and on Monday and Wednesday afternoons during March. The two-hour program is offered without charge to sixth through eighth graders with transportation provided from district schools.

These middle school programs are all financed by the Minuteman Tech budget, and each town that participates is assessed on the basis of the number of full-time equivalent (FTE) students served. This FTE number is computed by dividing the number of students served and the number of hours they are served by the number of hours a full-time daytime student is served. Since service to the part-time FTE pupils is paid for by the Minuteman budget, the FTE pupils are included in the count with the regular day pupils in computing school expenditures per pupil.

National studies indicate that properly funded vocational programs cost an average of two times as much as non-vocational programs in order to fund safe staffing ratios, properly related academic classes, and up-to-date equipment. In addition, it costs more to educate special needs students, and forty-three percent of member town high school students currently attending Minuteman need special education services. This is almost three times higher than the percentage of special education students enrolled in member town high schools and well above the common thirty to thirty-two percent in many regional vocational schools.

One of the ways in which Minuteman Tech manages to keep technical programs up-to-date while surviving fiscal pressures is by the staff working diligently at seeking grants. This is especially important for the higher start-up investments required to begin or to change a technology program, often when enrollment and job opportunities are just beginning.

By working closely with industry, Minuteman Tech focuses on the constant updating needed to prepare students for jobs of tomorrow rather than for the jobs of yesterday. This special effort by the staff greatly amplifies the investment from local taxpayers, giving students and their communities a very high return in long-term economic value for each local dollar invested. Strong local investment attracts investments from companies, government, and foundations that lead to a high level of quality in career learning. So far during 1997, more than $1.4 million has been received in grants for program improvements, growth of new science/technology career training, and educational support for enrolled students.

Attesting to the quality of the education they are receiving, in 1997 a number of Minuteman Tech students earned state and national recognition. Courtney Eckhardt of Arlington received early admission to the

Massachusetts Institute of Technology and Gareth Driver of Arlington entered Harvard University. For the eighth time in nine years, Minuteman Tech students won gold medals in the Commercial Baking competition at the Vocational Industrial Clubs of America (VICA) National Skill Olympics held in Kansas City in June. A Minuteman Tech student also won a silver medal in the national Robotic Workcell Technology competition. Other Minuteman Tech students also did well in the national competition, placing fifth in the First Aid and CPR competition and eighth in Technical Computer Applications. In the Massachusetts state VICA competition, Minuteman Tech students won seven first place medals, six second place medals, and four third place medals. Competing against fourteen other high schools, the Minuteman Tech Math Team placed third in the University of Massachusetts (UMass) Lowell Challenge '97 competition, held at UMass Lowell in October. The four-team members all received $2,000 per year scholarships to UMass Lowell for four years. Two Minuteman students were among the thirty-two first place winners in a field of 260 entered from across the state in the Massachusetts Science Fair at the Massachusetts Institute of Technology in May. In a field of eighty students representing fourteen schools from New Hampshire, Rhode Island, and Massachusetts, the Minuteman Tech Physics Team won first place in the Great American Dream Machine design and race at the New England Design Olympics held at Milton Academy in May.

For people who like to use the Internet, Minuteman Tech now has its own web site: www.minuteman.org which is full of basic information about the school and its programs and up-to-date information about special programs and happenings at the school. The school calendar is also included.

During the past year, several members left the School Committee including Liz McNenny of Arlington. The district thanks these people for their service.

PUBLIC WORKS AND ENVIRONMENTAL QUALITY

PUBLIC WORKS DEPARTMENT

The Public Works Department was in transition during 1997. After four years of service, Joseph Loyacano, Director of Public Works, took a position with another community. The department, through the Office of the Town Manager, was actively seeking a new director. As of the writing of this report the department is run by an acting director. It is the hope of the department that a new director will be selected soon in order to continue the work of Mr. Loyacano.

Engineering Division

The Engineering Division of the Department of Public Works continues in its capacity as a service-oriented department supplying support services to various town departments, commissions, contractors, and to the general public. As a part of the Department of Public Works, the Engineering Division works closely with the roadway and sewer and water divisions, upgrading and improving the infrastructure of the town by providing preliminary surveys, design, construction plans, field layouts, and field inspection.

The program to rehabilitate the municipal water system, now in its seventh year, was put on hold this past year in order to finish the curb and walk work necessary for the completion of the water program that took place in 1996. The "College Streets Renewal" was completed with 6,700 linear feet of pavement finishing the water project begun in 1995.

Rehabilitation of the water system will continue in 1998. Five streets in East Arlington will have water mains replaced. The streets are Brooks Avenue, Chandler Street, Melrose Street, Milton Street, and Varnum Street. Construction plans and bid documents are now being prepared for this next phase.

The Engineering Division was also involved with the rehabilitation of two parks, Buzzell Field and Peirce School, starting in late spring. The project included new play areas with up-to-date handicap accessible structures.

In addition to the above, 2,260 linear feet of curb and 7,600 square yards of walk were installed. In 1997, Engineering Division processed 435 permits and collected $38,208 in fees.

The division anticipates the same level of effort in 1998, but without the services of two valuable longtime employees who retired this past spring. These employees were: William Damour who worked for the Engineering Division for 40 years and John O'Connor who was employed for 38 years.

In addition to the usual work described below, Engineering will continue to serve in an advisory capacity by providing technical assistance to citizens, boards, commissions, and other town departments.

Work Performed by the Engineering Department

Building application and site plans processed, house numbers assigned, and grades checked 20

Inspection of work performed by licensed contractors 135

Inspection of trench resurfacing performed by utilities 271

Estimates, supervision and inspection of street construction and resurfacing 35

Taking plans for storm drain, sewer, water, school, street and park property 3

Construction lines and grades given for walk and edgestone installations 105

Preliminary surveys, estimated costs, 1997 park improvements, walk and edgestone extension and various Warrant Articles ... 38

Miscellaneous surveys for street line requests, tree locations, playground court layouts, etc. 20

Sewer, water and storm drain extensions and rehabilitation, including construction plans 12
Final Assessment and plans for street betterment, sewer, water, walk and edgestone 1

Block Plan and Sewer Plan additions and corrections 125

Permits issued for utilities and private contractors 435

Water/Sewer/Highway

The Water/Sewer/Highway Division of the Public Works Department shares in much of the credit for the accomplishments listed under Engineering. In addition, to performing many of the above infrastructure improvements, the division is responsible for responding to emergency calls on the water and sewer system; repairing and maintaining the roadway network; maintaining motor vehicle equipment; overseeing solid waste pickup and disposal; and preventative maintenance to the entire infrastructure.

Properties Division

The Properties Division operates and maintains thirty-one buildings, which total over 1.1 million square feet of floor space. These buildings have a 1997 estimated value of over two hundred million dollars. Many projects were undertaken this year in order to further our goal of maintaining all facilities in good operating and physical condition, economically upgrading the building envelopes, and mechanical systems as necessary. Some of the more significant projects are detailed below.

Arlington High School
- Exterior fence repair
- Roof repairs
- Installed new intercom system
- Replaced steam traps in heating system
- Major interior and exterior door repair
- Painted various areas (classrooms, bathrooms, and corridors)
- Constructed two classrooms
- Repaired and replaced exterior lighting around building
- Revamped emergency lighting system
- Installed new equipment in kitchen area
- Installed new rug in Special Education Office
- Repaired gutters in courtyard

Peirce School
- Major plaster work in various areas
- Replaced ceiling in kindergarten
- Complete renovation of cafeteria and service areas
- Revamped fire alarm system, new heat and smoke detectors
- Exterior masonry repairs
- Installed large curtain divider in gymnasium area
- Installed new exterior doors

Hardy School
- Revamped fire alarm system, installed heat and smoke detectors in building
- Major compressor repair
- Installed new intercom system with phones to all classrooms
- Painted various areas due to water damage

Bishop School
- Replaced oil spill box for #1 oil tank
- Rebuilt compressor in boiler room
- Checked and repaired or replaced all fire alarm equipment
- Pumped water from #1 oil tank
- Replaced steam traps

Dallin School
- Repaired steam leaks in heating system
- Repaired intercom system office to all classrooms
- Replaced heat traps
- Roof repairs
- Checked and replaced all heat and smoke detectors.

Brackett School
- Checked all fire alarm equipment
- Removed water from oil tank
- Repairs to compressor

Stratton School
- Installed new electrical line for food service area
- Installed two new ball valves for main water supply
- Checked and repaired all fire alarm equipment
- Re-tiled front entrance

Thompson School
- Renovation of Food Services area
- Roof repairs
- Major boiler repairs
- Built storage room for cafeteria

Ottoson Middle School
- Custodian and maintenance departments expended time and effort on the relocation to Arlington High School and back to Ottoson Middle School

Town Hall
- Major roof repairs
- Checked and repaired all fire alarm equipment

AHERA
- Three-year re-inspection report per U.S. Environmental Protection Agency - all schools.
- Three-year re-inspection report for Gibbs, Crosby, and Parmenter.

All other town buildings - Fire System and Sprinkler System, Roofs, etc. are in good working order.

In addition, throughout the year the Division processed over 3,000 work orders including carpentry, painting, electrical, plumbing, security, doors, tiling, custodial services and miscellaneous general repairs.

Natural Resources Division

The Natural Resources Division consists of the Tree, Park, and Cemetery Divisions.

The Tree Division removed 188 trees in 1997. Several diseases were involved, but the most significant factor in tree loss was the April 1, 1997 blizzard, which destroyed twenty-seven trees. This blizzard occurred just as the planting season arrived and greatly inhibited the ability to plant. However, seventy Patmore Ash trees were planted during the spring and seventy-five more were planted in the fall. Hopefully additional trees will be planted in 1998.

The extended drought of the summer of 1997 necessitated extensive watering operations. The log and wood chip disposal area is under great stress and suitable removal operations must be accomplished.

Athletic fields are under even greater stress. The ever-increasing athletic programs are making it nearly impossible for the division to keep up with field maintenance. Maintaining grass surfaces and field

marking is extremely difficult due to the heavy use of limited play surfaces. There are over 1,000 baseball games during spring and summer; over 1,400 youths enrolled in soccer clubs; two high school varsity, junior varsity, and freshman teams playing full schedules; Pop Warner juvenile teams; and field hockey. This constant activity puts a great strain on the equipment available to the division.

The division is responsible for keeping all parks, playgrounds, and the Minuteman Bikeway clean and safe. Cleaning after inconsiderate dog owners is a constant problem. The practice of leaving dog feces on the scene or placing it in barrels poses a very serious health hazard and should be discontinued.

At Mount Pleasant Cemetery there were 392 interments in 1997 including thirty-eight cremation interments. Burial space is rapidly being used and space is becoming critical. Sixty-eight new lots were sold in 1997 as well as two urn graves. The Old Burying Ground on Pleasant Street was also maintained.

CONSERVATION COMMISSION ADVOCATES OPEN SPACE

The Arlington Conservation Commission (ACC) focused much of its attention this year on open space planning. The dominant projects of the year were Reeds Brook, Meadowbrook Park, Great Meadows, Hills Pond, Window on the Mystic, and the linear park. Each of these long-term projects received significant attention this year. However, the continued development of Arlington's remaining residential and commercial properties threatens to cancel this year's progress on open space preservation. Consequently, the ACC continues to strongly support participation by community groups interested in the preservation of Arlington's natural resources.

Conservation Activities

The Reeds Brook property, located in the northwest corner of town and formerly used as a municipal waste disposal site, is being re-developed by the town. The ACC reviewed the initial drainage plans and requested the inclusion of ecological amenities. After several meetings, the ACC was satisfied that the drainage plans would either improve or not change flooding problems experienced on all sides of the site. The requested ecological amenities included undulating horizontal and vertical topography, open water bodies, and wetland plantings.

Plans for the restoration of Meadowbrook Park are being formulated. The plans will promote the growth of indigenous wetland plants, control the invasion of *Phragmites spp.*, improve water quality by clearing the waterways and installing erosion controls, and promote passive recreation by constructing paths and viewing stations. This project will benefit Arlington residents by increasing the acreage of useable open space, promote birdwatching, and beautify the view from abutting parcels of cemetery property. Once plans are detailed and agreed upon among town departments, the ACC will pursue funding sources and qualified contractors.

The Great Meadows Stewardship Plan (GMSP) is a two to three year design project focussed on preserving the natural values of sanctuary for humans and wildlife. The GMSP will offer rewarding opportunities for unifying neighborhood and town groups in both Arlington and Lexington. The GMSP will ensure the health and survival of this unique property by evaluating its natural assets, user groups, maintenance needs, and educational possibilities.

Hills Pond is completed and acts as a community focal point. The ACC wishes to assure the success of this restoration project by making sure the critical sediment control systems are properly maintained. The next focus point for the ACC will be the unsung beauty, Window on the Mystic. Urged during Town Day by a neighborhood resident, plans are underway for maintaining paths, improving views, and installing a natural stairway down to the Upper Mystic Lake. Meetings will continue into the new year.

Few towns have a unifying natural feature like the Mill Brook. Often unnoticed due to culverts and large abutting structures, the Mill Brook is steeped in historical significance and contemporary charm. It is a public gem in the rough and threatened by pollution and continued development. Discussions resumed this year regarding a linear park, which would rejuvenate interest in the town's natural resources by creating a walkway that meanders alongside the Mill Brook from the Arlington Reservoir to the Lower Mystic Lake. Past efforts to create this linear park opportunistically protected a series of semi-connected parcels including Meadowbrook Park, Cooks Hollow, Vestpocket Park, and several others. The ACC is planning to promote this vision through the Open Space Committee, other town departments, civic groups, and future re-development projects.

The Mill Brook is the central component of another ACC project: water quality monitoring. The Mill Brook channels the majority of water out of the Mill Brook Sub-watershed into the larger Mystic River Watershed. The ACC began measuring the water quality throughout the Mill Brook Sub-watershed in order to establish baseline data on the health of Arlington's surface water bodies. The ACC will use this data to document the nature and extent of water quality problems in Arlington.

This data will be shared, discussed, and analyzed with concerned citizens and neighborhood groups. In addition, the ACC plans to couple its data with that generated by the United States Army Corps of Engineers in the adjacent sub-watershed on the Belmont side of Route 2. Continuous monitoring will improve our understanding of pollution and eutrophication in Spy Pond, the Arlington Reservoir, Mill Brook, and Alewife Brook. A better understanding of Arlington's waterbodies will enable the ACC to design management programs needed to ensure the long-term health of the town's natural resources.

Regulatory Activities

The ACC administers the Massachusetts Wetlands Protection Act and the Arlington General Bylaw for Wetlands Protection. Seven volunteer commissioners and an administrator regulate all projects that may alter wetlands, floodplains, rivers, streams, ponds, and lakes in the interest of protecting water supplies, fisheries, and wildlife habitat. Protection of these wetland resources is achieved by preventing environmentally unsound development on the part of industry, government, and private homeowners. While the primary function of the ACC is pre-construction review, commissioners also provide stewardship over Arlington's conservation lands, promote open space initiatives, and inform residents about conservation and related environmental issues.

In 1997, the ACC convened twenty-three regular public sessions and reviewed over twenty projects. The commission conducted more than seventeen hearings, visited nineteen sites, levied $250 in fines, issued five enforcement orders, and contributed to more than ten meetings with local and regional organizations for the protection of Arlington's natural resources. Oversight continued on several long-term projects including Hills Pond, 22 Mill Street, Spy Pond, and Reeds Brook. During twelve working sessions requested by town residents and developers, the ACC offered free consultation on continuing and future development projects.

Thanks

The ACC sincerely thanks all the individuals and organizations that contributed to the activities of its thirtieth year. The Town Manager's Office, the Department of Planning and Community Development, and the Department of Public Works offered critical assistance for many ACC projects. Ms. Christy Foote-Smith and Dr. Ralph Tiner of the Massachusetts Wetlands Restoration and Banking Program and Mr. Robert Scheirer of the United States Department of the Interior's Fish and Wildlife Service encouraged, inspired, and guided our efforts on the Meadow Brook Park Project. To these individuals, groups, and all residents who supported the ACC directly or indirectly, we offer our most sincere gratitude.

CULTURAL AND HISTORICAL ACTIVITIES

ARLINGTON ARTS COUNCIL

The Arlington Arts Council (AAC) once again concerned itself throughout the year with supporting and encouraging the arts, humanities, and interpretive sciences in Arlington via the use of Massachusetts Cultural Council lottery funds. The Council sought to increase its visibility and to promote a greater understanding of its function within the community.

In 1997 one voting member resigned, but the Council gained another voting member. Current voting membership status is eleven.

In March the Council approved new bylaws as drafted by member Christine Deshler. The new bylaws provide that the annual vote for new officers will be held at the January meeting.

In April the Arlington Arts Council received word from the Massachusetts Cultural Council that all but one of the recommended arts grants had received State approval. However, after an appeal by the applicant in question, with support from the Arts Council, the State review panel reversed its decision and awarded the money for the grant, making the 1996-1997 AAC grant cycle 100 percent approved.

In May the Arts Council hosted its annual Community Input Meeting at the Community Safety Building. Members of the Arlington community attended to pose a variety of questions and to ask for information on filing successful grant applications during the October granting cycle. As always, the Council is gratified to hear feedback from the local arts community and to gain reaffirmation of the lively arts scene in Arlington.

In June member Pasquale (Pat) Tassone represented the Council in presenting the annual Gideon Cohen award, given each year to an outstanding fine arts student at Arlington High School. The recipient of the award was Deirdre Doyle. The Council was happy to be able to increase the amount of the award to $400.

On August 19 the Council greeted Massachusetts Cultural Council field representative Rosalie deQuattro. Ms. deQuattro attended the August session to meet Council members and to answer questions about state funding procedures and policies. All Council members found it valuable to have a state representative come in person to a meeting; there was a lively information exchange.

In the fall the Arlington Arts Council invited members of the Arlington Human Rights Commission to participate in the planning and hosting of the town's annual Community Holiday Celebration. The Human Rights Commission welcomed the opportunity to join forces with the Arts Council. A combined task force began immediately to plan for the 1997 event.

In October, following the grants deadline, the Arts Council hosted two presentational meetings for grant applicants. Each meeting was well attended and proceeded at a fast pace. Council members valued the opportunity to meet with applicants in order to make informed choices as to which projects merited partial or full funding.

In November Council members met to discuss and vote on distribution of state Arts Lottery funds to local grant applicants. For the 1997-1998 grants cycle the Arlington Arts Council received $20,534 from the Massachusetts Cultural Council. Forty-four individual or institutional grant applications were received; twenty-one were approved for partial or full funding. Fourteen PASS applications were received; none was approved, as the Council had voted to more fully fund programs within the schools this year, rather than PASS trips.

The annual Community Holiday Celebration was held in December at Town Hall. The hall was decorated by seasonal floral arrangements, courtesy of the Arlington Garden Club, and by artworks from several of the town's elementary schools. Festival coordinators arranged for performances by storyteller Brother Blue and by the a cappella group Ball in the House. Choral groups from the Ottoson Middle School and Arlington High School sang songs from many cultures celebrating the arrival of winter. The celebration ended with the traditional carol sing with the Arlington High School brass ensemble under the leadership of Council member Pat Tassone and the grand finale of punch and cookies. Many community members enjoyed themselves thoroughly and were pleased once again to have this annual event inaugurate their holiday season.

In 1998 the Arts Council will seek to add several new members, as four active members will reach the end of their terms in September. As always the Arlington Arts Council seeks to increase community awareness of its presence, programs, and funding potential. Council members continue to devote themselves to the task of distributing Massachusetts Cultural Council funds in an enlightened and responsible manner and to provide ongoing local encouragement for the arts and humanities.

ARLINGTON HISTORICAL COMMISSION

This year the Arlington Historical Commission has This year the Arlington Historical Commission (AHC) continued to meet its responsibilities in planning, identifying, and protecting the historic assets of the Town of Arlington.

Members

Robert Botterio continued as chairman of the commission. Also on the commission in 1997 were Jane Becker, Beth Cohen, Richard Duffy, and Pamela Meister. A. Michael Ruderman was appointed to the commission during the year. The diversity of academic and professional backgrounds of the commissioners provides specific expertise to the various aspects of the commission's historic preservation work. Two of the commissioners are also members of Arlington Historic

District Commissions, and one commissioner serves as an officer of the Arlington Historical Society.

Hearings

The Commission administers the anti-demolition bylaws through formal public hearings on demolition permits and informal meetings with owners whose buildings are listed in the Inventory of Architecturally and/or Historically Significant Properties. There were formal hearings and considerations of twenty-one different properties, requests for historical plaques for another six properties, and more general inquiries regarding many other homes. To summarize, the AHC addressed matters concerning more than forty different properties in town during 1997. Following are highlights of some of the hearings:

- 22 Academy Street - The Arlington Friends of the Drama's plans were approved to add handicapped access to their building by approving plans to construct two gabled vestibules on the Maple Street facade in a manner sensitive to the style of this 1875 Carpenter Gothic chapel. Citizen input as part of the public hearing process led to replacing original plans for a wheelchair ramp with a more architecturally appropriate automatic wheelchair lift.
- 13 Academy Street - A circa 1850 Greek Revival house that had been extensively altered in the early and mid-twentieth century is undergoing complete exterior restoration to remove a 1920's enclosed porch and aluminum siding that obscured the style of the house. A shed dormer on the roof was approved to enlarge interior space without having a major impact on the massing of the house when viewed from the street.
- The Saint Agnes Parish Carriage House - After the Saint Agnes rectory was razed in May following a devastating fire, the church requested permission to demolish the 1879 carriage house that survived on the site. A property owner who wished to construct a new garage had contacted Robert Botterio, commissioner of the Russell Historic District. The property owner was able to work with Commissioner Botterio in a joint Historical Commission-Historic District Commission effort to enable the carriage house to be moved in September. The carriage house is currently being restored for use as a garage.
- 5 Water Street - The Commission approved plans for an addition to the old Massachusetts Transit Authority power station, which had been previously adapted for office space. The addition, although nearly doubling the size of the existing footprint, will be of a sympathetic architectural style.
- Summer Grove Apartments - The Commission approved revised plans for an apartment complex to be built at the eastern corner of Summer and Grove Streets, which included working an existing 1840's Greek Revival house on the property into the overall design plan.

Projects

The commission worked on a number of exciting projects in 1997and these included:

- 48 Broadway - This important circa 1840 Greek Revival building was denied a demolition permit in 1996. However, the one-year demolition delay expired in July without a prospective buyer to restore or move the building. The building has received a new lease on life through the efforts of Robert Fredieu and his wife, Rosemary Schulze, who plan to ultimately move the building to property they have purchased on Pleasant Street. With the cooperation of the developer who purchased 48 Broadway in October, additional time was obtained to organize a temporary move of the dwelling in late November. The Mirak family is hosting the structure on land it owns on Broadway, pending its final move and restoration in the spring of 1998.

Joseph Wyman house, circa 1840, moves past St. Paul's Cemetery on Broadway. Photo by Richard A. Duffy.

- Whittemore-Robbins House - The Whittemore-Robbins House has been slowly gaining a reputation as a lovely function space. The house now has a regular clientele and has already been rented for a number of weddings. The joint committee of the Historical Commission, the Department of Human Services, and the Planning Department has continued to work on the marketing, management, fee structure, and guidelines for the use of the property as a function facility. To this end, the committee created a descriptive brochure and is working to recruit an on-site property/function manager. On Patriots' Day, the joint committee sponsored an open house to showcase the beautiful restoration that was completed in 1996.
- Winfield Robbins Memorial Gardens Restoration - The town approved an additional $20,000 in Community Development Block Grant funds to be applied towards a feasibility study of the restoration of

the house grounds and the adjacent Winfield Robbins Memorial Gardens. The feasibility study was finished in the early part of 1997. On the basis of the findings of the study, the commission applied for and received an additional $37,800 from the state Department of Environmental Management in the form of a matching grant to be used for the first phase of the restoration of the Gardens.

- Expansion of Inventory - The Commission continues to maintain the Commonwealth's Inventory of Historically, Architecturally, Archaeological and Culturally Significant Places. In 1997, the listing of fifty additional properties to be included in the inventory of significant properties was completed. The work concentrated on properties in the Jason and Irving Street areas. These properties have been included in the latest proposed historic district in Arlington, The Jason/Gray Historical District.
- Prince Hall Mystic Cemetery - The Commission received formal notification from the Massachusetts Historical Commission that this cemetery, the first of its kind developed as a burying ground for an African-American Lodge of Freemasons, had received official registration as an historic site.

Community Outreach and Publicity

The Commissioners worked to strengthen the public's awareness and appreciation of Arlington history in general. Jane Becker's research on the Depression-era mural in the Post Office lobby was published in the Arlington Advocate. Richard Duffy wrote several articles and provided historical commentary for many others that appeared in the Advocate. In addition, Richard Duffy authored the first photographic history of the town, Images of America: Arlington, which was published in 1997.

Letter of Commendation Issued

The Historical Commission introduced a recognition program for property owners who renovate their buildings in an appropriate manner by issuing its first letter of commendation for preservation. Richard A. Johnson, a local property owner, has renovated several very important properties in recent years. Richard Johnson was responsible for the renovations of the Gershom Cutter House at 1176 Massachusetts Avenue, the Sterling and Cutter houses on Summer Street, and other properties in town.

Goals for 1998

The Arlington Historical Commission will be working to make the Whittemore-Robbins House a first class function facility during 1998. The commission will also be working on phase two of the work on the Winfield Robbins Memorial Garden.

Summary

In 1997 the Arlington Historical Commission continued to act as the town's official historical agency, as well as acting as a guide and resource to private individuals in their own efforts to preserve Arlington's historical heritage.

HISTORIC DISTRICT COMMISSIONS

The Historic District Commissions issued decisions on a total of twenty-four applications for work done on properties within the six historic districts. Ten of these concerned the Pleasant Street Historic District, nine represented buildings in the Mount Gilboa/Crescent Hill District, two were issued for properties in the Central Street and Avon Place Districts respectively, while one was for a project in the Russell Historic District. The latter was especially noteworthy as it was for the installation of an existing historic carriage house from outside the district that had been in imminent peril of demolition. It will be an appropriate and beneficial addition to the District.

The Commissions also worked with the owners of an historically and architecturally significant double house on Pleasant Street to prevent its demolition and ensure its appropriate reconstruction after major fire damage. The Commissions finished the research and public input necessary for the proposal of a new historic district in the Jason Street area, called the Jason/Gray Historic District, to be presented to the Town Meeting in 1998. Finally, the Commissions once again operated a booth, this year in conjunction with the Historical Commission, on Town Day.

There was no turnover in commission members except that Charlene Lemnios replaced Kathy Cuoco as executive secretary and Beth Cohen was chosen to replace Mary Trvalik as vice chair for the coming year.

CYRUS E. DALLIN COMMITTEE AND ART MUSEUM BOARD OF TRUSTEES

In our second year of service, the Cyrus E. Dallin Board of Trustees has made significant strides toward implementing a town art museum for Arlington. The trustees can point to a number of accomplishments with satisfaction and a certain measure of pride. In regular meetings, the Board has explored the territory we will be traversing. The trustees have learned where we must go, in what sequence to plan our stages, and how to work with each other as a team. These are difficult times for maintaining any museum, even more so for trying to establish one. Competition for funds, time, and attention is fierce. Nevertheless, the trustees have achieved a clear sense of direction, experience at the work we have begun and will continue to do, and recognition for our efforts so far.

One of the year's highlights was the return of the newly restored The Appeal to the Great Spirit, a plaster equestrian sculpture believed to be the version used to

model castings in bronze. The Museum commissioned a new birch and acrylic display case for the sculpture and installed the sculpture in the Robbins Library on a loan basis. The sculpture was unveiled at a public ceremony in the Reading Room of the Library. The sculpture will remain there until the new facility can be provided. Following the unveiling the Library Trustees hosted a reception in the Community Room. Dallin's sculpture My Boys, recently restored, and is also on view in the Robbins Library in a niche on the first floor, its original setting.

The Dallin Museum enjoyed a successful Town Day in September, increasing its public presence with new displays and publications. The new Paul Revere T-shirt incorporates a map of Arlington tracing Revere's route. Five Arlington High School students lent their art skills to the Museum, some making sidewalk chalk drawings of Dallin's sculptures, others painting faces. Both events were popular and raised considerable sums of money, while students had a chance to practice their art talents.

On the recommendation of the Board of Trustees, the Board of Selectmen appointed four new members in March. Richard H. Bowler, Ann Marie O'Hara Bowler, and Michael Fender were each appointed for three-year terms, while Thomas Britt was appointed for a one-year term. Nancy Urban was appointed to a three-year term in October. After designing stationery for Museum correspondence, Michael Fender resigned because a conflict emerged, and he was unable to serve. After many years of service to the Dallin Committee and to the Museum, Perry King Neubauer resigned due to an increasing number of other commitments. The trustees deeply regret losing his many talents that have been such a help for so long.

The Art Museum's budget continues to grow, but slowly. Consequently, our finances do not show the exponential increase we wish we could point to, but only incremental growth due to our continued growing presence in both the local and surrounding communities. Individuals, associations, and companies continued to give contributions of varying sizes, and an appeal to former contributors netted a considerable sum. The budget for 1997 is as follows:

Balance, January 1, 1997	$17,187.01
Contributions	$ 7,820.54
Interest on the account	459.78
Balance	$25,467.33
Expenses	12,359.81
a) Appeal restoration	
b) Walter Peirce restoration	
c) Town Day expenses	
d) Misc. admin. Expenses	
Balance, December 31, 1997	$13,107.52

The Board of Trustees plans to set up a temporary Dallin Museum in the Jefferson Cutter House in Arlington Center, where six of Dallin's sculptures are already on exhibit. In this way Dallin's works can be seen and appreciated in the years before the Museum moves to its permanent home in the Carriage House and Cottage behind the Whittemore-Robbins House. The Museum will have a physical presence in the world and begin to achieve its mission to Arlington and its national constituencies. Its central location in proximity to the Minuteman Bicycle Trail will publicize the Museum's existence in the greater Arlington and Boston area, bring visitors, and invite them to become members of the Museum. The trustees are now preparing to begin a campaign focused on this project's specific needs as well as continue preparations for the major fundraising for the permanent Museum.

The Board of Trustees proposes opening four galleries on the first floor of the Jefferson Cutter House. The Arlington Chamber of Commerce has suggested that they would not mind moving their offices upstairs with the gift shop remaining on the first floor. The Art Gallery on the ground floor would function under its own management for the present, pending incorporation into the Museum as a temporary gallery when its current roster of artists have had their scheduled shows. For the time being, fundraising will be directed at preparing the collection and the facility for exhibitions. Sequential inaugurations of galleries as they are completed will enable us to base fundraising campaigns on the demonstrated quality of our work.

The Boston Museum of Fine Arts commissioned a small edition of Dallin's The Appeal to the Great Spirit, which stands in front of its entrance. On November 29, the Dallin family invited Chairman James McGough to a luncheon at the Museum of Fine Arts to celebrate the addition of the sculpture to its catalogue of reproductions for sale. Dallin's granddaughter, Judith Dallin Cutts and Jonathan Fairbanks, the Museum's Curator of American Decorative Arts, presented Chairman McGough with one of the numbered copies, cast in bronze by Gorham Foundry who did many of Dallin's works in his lifetime. It was presented in recognition of McGough's efforts to restore the town's collection and enhance appreciation for Dallin and his works. Chairman McGough expressed his gratitude to the Dallin family and to the Museum of Fine Arts for their generous gift.

CULTURAL AND HISTORICAL ACTIVITIES

ARLINGTON PRESERVATION FUND

Arlington Preservation Fund, Inc. is a non-profit corporation, the nine members of which are appointed by the Board of Selectmen. Using a Community Development Block Grant of $100,000 the Fund makes low interest loans for the restoration of historically or architecturally significant buildings in the town.

Projects funded during 1997 included two antique barns and the moving of the 1840 Wyman farmhouse from Broadway to Pleasant Street. In the latter project, the Fund worked in cooperation with the Pleasant Street Historic District Commission and the Arlington Historical Commission.

Since its inception in 1984, the Fund has approved fifty-four loans ranging in size from $2,670 to $31,500. The loans are on five-year amortization schedules, and the funds have been recycled several times, with the result that several hundred thousand dollars have been invested in improving Arlington neighborhoods while providing employment for local craftsmen.

With the addition of interest over the past thirteen years, the Fund now has a capitalization of over $150,000. The current interest rate for loans is 4.25 percent.

As the result of a tragic fire in Medford where six lives were lost the Fund issued a warning, by means of a letter in the Arlington Advocate, on the hazards of substitute siding. Several Fund projects have involved the removal of vinyl or aluminum siding and the restoration of the original wall fabric.

POLICE SERVICES DIVISION

Overview

The Police Services Division employs sixty-nine and one-half personnel. The division's authorized staffing includes sixty-three full-time police officers (two captains, six lieutenants, ten sergeants and forty-five police officers), two administrative/clerical positions, an animal control officer, custodian, two part-time parking enforcement officers, two part-time animal control officers and a part-time matron. Nine employees, or 12.9 percent (12.9%) are women and three, or 4.3 percent (4.3%) are minorities. Police officer staffing strength is 1.43 officers per thousand residents.

The Police Division is responsible for ensuring the public safety and enforcing the law through the implementation of a multifaceted approach that includes response, intervention, investigation, and prevention. Not only must the division's officers respond to calls for services from residents in need, but they must also alleviate the public's fear of crime and deter future crime through high visibility on the street. The division's administrative functions also include licensing, informational services, public service access, regional coordination of information, and investigative resources. The Police Division works in partnership with schools, social agencies, and community groups to increase visibility, address issues, develop relationships, and address quality of life concerns.

The community policing concept has continued from previous years. Community policing grants from the Massachusetts Executive Office of Public Safety and the federal Bureau of Justice Administration have been awarded for another year. This provided for extra efforts in various areas of the community to address complaints and concerns. Mobile and foot patrols have brought officers closer to our clients. Commercial community policing foot patrols were initiated during the holiday season to enhance crime prevention efforts and increase awareness of police activities. Mobile and foot patrols in the area of Menotomy Manor were provided for two additional months. This increased residents' feelings of security, reduced incidents of disturbances from visitors, and aided in the maintenance of tranquillity in that community. The efforts of the Arlington Housing Authority and the Menotomy Manor Tenants Council did much to foster coordination of community involvement in the crime prevention activities of the police.

The Police Division continued extra mobile patrols in parks and other known or suspected areas where youth consumption of alcohol was reported coupled with complaints of vandalism, littering, graffiti, and disturbances. Results of this proactive approach were noted by reduced alcohol related calls, arrests, and vandalism in the town's parks. Continuing with our philosophy of outreach, members of the division participated in a Kid-Care identification program that was supported by the concern and generosity of the Rotary Club of Arlington. The motorcycle unit participated in the Ronald MacDonald House Ride for support of the home-away-from-home for families with children receiving oncology treatment and services at nearby hospitals. The unit also participated in the motorcycle ride for the Concern for Police Survivors (COPS), which benefits families of officers who lost their lives in the performance of police service. The motorcycle unit and members of the division participated in the regional community Hands Across the Brook ceremony to reaffirm the cooperation of residents, community groups, and the police on a multijurisdiction approach to crime prevention.

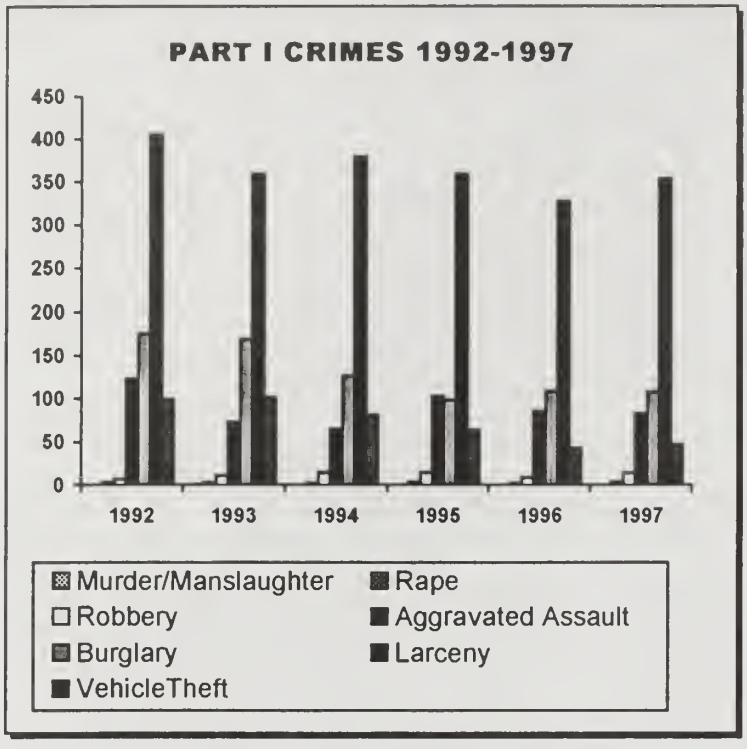
The Officer In Charge of Operations, Captain Richard Kennefick, continued to meet with residents and community groups to work on issues of concern. These meetings serve as a forum to address quality of life issues such as youths congregating, vandalism, assaults, and traffic complaints. From the information received, best approach strategies are developed and provided to command and sector officers. As part of our community outreach activities, the division conducted six public meetings to include a total of 125 agencies and organizations dealing with youth activities on the new Sexual Offender Registration Law. These lectures went well with positive comments and our goal of informing the community of the sex offender reporting program was achieved.

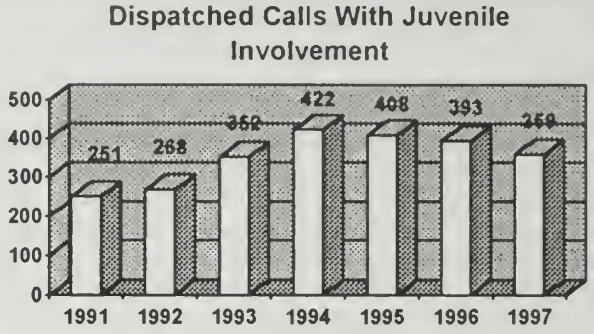
Crime - Traffic

Arlington continues to maintain a low rate of Part I crime activity. Overall, crime increased 5.7% over 1996, but a five-year review reflects maintenance of a rate lower than area communities. After being recognized by Boston Magazine in 1976 as being one of the ten safest communities in Massachusetts, Arlington was again rated as one of the safest local communities in the April 1997 issue of Boston Magazine.

PART I CRIMES

	1992	1993	1994	1995	1996	1997
Murder/Man-slaughter	0	1	0	0	0	0
Rape	3	3	2	4	2	4
Robbery	7	11	15	15	9	14
Aggravated assault	123	73	65	103	86	83
Burglary	175	169	127	98	109	108
Larceny	405	359	379	359	328	354
Vehicle theft	99	101	81	64	43	47





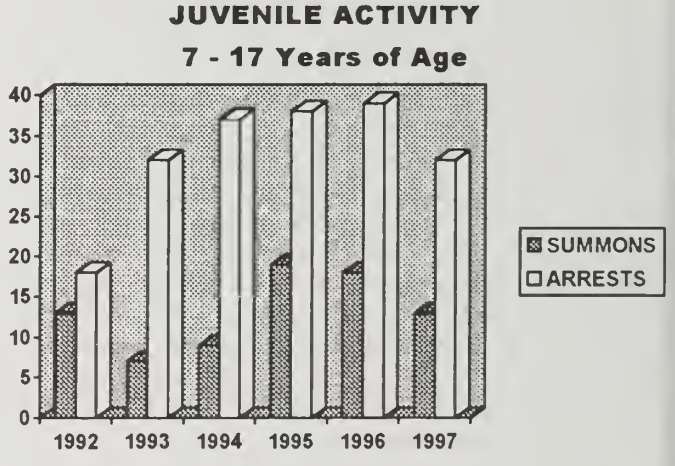
JUVENILE ACTIVITY

	1992	1993	1994	1995	1996	1997
SUMMONS	13	7	9	19	18	13
ARRESTS	18	32	37	38	39	32
TOTAL	**31**	**39**	**46**	**57**	**57**	**45**

Juvenile Unit

Juvenile activity associated with arrests and related court activity declined in 1997. This, in the face of a rising juvenile population, speaks well for the Police-Juvenile relationship and the effectiveness of certain grant-sponsored directed patrol activities, augmenting the normal patrol aimed at reducing youth gang gatherings and vandalism. With enhanced patrols in the Fremont Court/Fremont Street areas, as well as the entire bicycle path, the calls for service involving juveniles has seen a reduction.

A pilot program, initiated by Arlington Police Services Division and surrounding communities, continues to work well. Status offending juveniles are not held in cells but transported to local shelters for the night and taken to juvenile court in the morning thus lessening the trauma of incarceration for non-criminal court adjudicated juveniles. The Juvenile Division continues to maintain close working relationships with the Cambridge Juvenile Court, Department of Social Services, Germaine Lawrence School, the Arlington School Department, and other youth oriented organizations.



Domestic Violence

Domestic Violence, showing a sixteen percent (16%) decrease from 1996 continues on a downward trend for the second year in a row. This has enabled the Domestic Violence Unit to focus more attention on the problem of teen dating violence. In the spring of 1997, the Domestic Violence Unit collaborated with the State Police Domestic Violence Unit to present a three-part curriculum on dating violence to the ninth grade class at Arlington High School. The program was such an outstanding success that it was expanded in the fall and early winter of 1997 to include not only the incoming freshman class, but also the junior class. At the

conclusion of the three-part classroom curriculum, the students were introduced to a performance entitled The Yellow Dress. Written by Sydney Hayes, playwright and artistic director of Pastiche Productions, The Yellow Dress is a one-woman, dramatic performance of a young girl, full of life and dreams, whose life is cut short by a relationship that grows deadly. By showing the warning signs of an abusive relationship; behavioral changes and specific types of dating incidents, the play provides invaluable insights. The play demonstrates the dangerous pattern in the life of its character, teaching audience members to diagnose the symptoms if they appear within their own lives. The Yellow Dress was inspired by the death of a young Topsfield girl who was involved in an abusive dating relationship. At the conclusion of the play students broke off into smaller workshops to discuss the points of the play. The workshops were facilitated by teachers, members of the Arlington Police Department, and numerous volunteers and professionals from the community. By enlisting the aid of such a diverse group of concerned adults, the community was able to work together to reach an important goal: educating our teens on the devastating effect of dating violence.

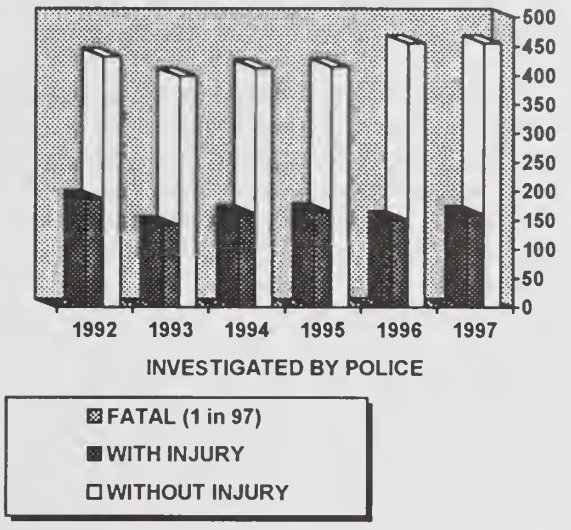
Traffic Safety

Traffic Enforcement activities continue to target speeding, operating under the influence of intoxicating liquor, safety and seat belt requirements, and pedestrian safety. One pedestrian fatality was recorded during the year. There were 615 motor vehicle accidents including 160 with injury and 455 without injury. Through a grant from the Executive Office of Public Safety, the purchase of an electronic traffic monitor is planned for 1998. This will support stepped-up enforcement efforts in the town and greatly enhance driver education on speed and safety with the goal of reducing death, injury, and accident numbers.

MOTOR VEHICLE ACCIDENTS

	1992	1993	1994	1995	1996	1997
Fatal	0	0	0	0	2	1
With injury	186	141	161	164	151	160
Without injury	432	398	412	414	455	455

MOTOR VEHICLE ACCIDENTS



Safety

Pedestrian and child safety issues were once again a major concern of the Safety Section of the Police Division. Numerous presentations were made and information on safety related issues were provided to students in Arlington's preschools, elementary, and secondary schools. Presentations were also made to many senior citizen groups throughout the year. The Safety Section participated in several community activities such as Massachusetts Summit: The Promise of Youth, a two-year campaign to ensure that the children and youth of the Commonwealth have resources available to them to lead healthy and productive lives; Kid-Care ID , a program cosponsored by the Rotary Club of Arlington; Child Assault Prevention Program (CAPP); special assemblies sponsored by Students Against Driving Drunk (SADD); and Police Domestic Violence Unit in the presentation of The Yellow Dress for high school students. The Safety Officer participated in Project Alliance, the coordinated program of the District Attorney, Courts, Police, and School Administrators to discuss current problems like prevention of violence or drug use in schools, sexual offender reporting, and policies on reporting and prevention of such assaults.

The School Traffic Supervisors continued their excellent record of protecting Arlington's school children as they travel to and from school. Business and professional community organizations continued to support the Safety Program by contributing materials to assist in increasing the awareness of Arlington's citizens. The Safety Officer and Division thank the Rotary Club of Arlington, the Legion Post 39, Arlington Municipal Credit Union, and Arlington Chamber of Commerce for their support. The division looks forward to 1998 and the opportunity to work with all age groups, organizations, and

businesses of Arlington to improve the safety of the community.

Awards, Recognition and Promotions

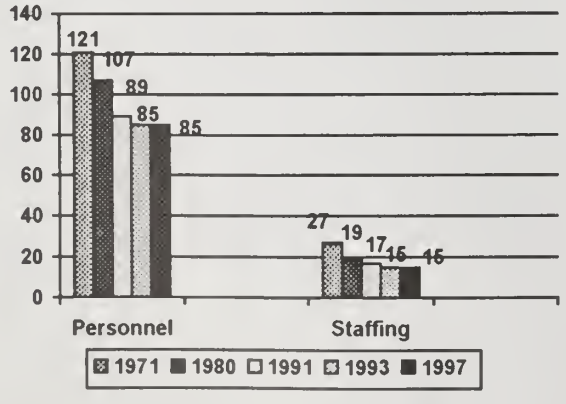
Officer Howard Carlan retired after thirty-two years of service with the Town of Arlington. Officer Carlan held many assignments, was active in law enforcement, and was recognized for service on several occasions. Inspector Joyce Wilson was the recipient of the Division's Police Officer of the Year award. Inspector Wilson was recognized for her consistent, long-term performance and her contributions to the department and the community in her assignment in the Division's Domestic Violence Unit. Officer David Brown was recognized for his initiative and quick response using CPR on a heart failure victim. The Division received numerous letters from citizens for assistance provided by officers during the year. Officers were also commended for their work during the annual Town Day ceremony.

FIRE SERVICES DIVISION

The Fire Services Division is the coordinating agency with specific responsibility for coordinating local, state, federal, and private resources in times of emergencies and disasters. The management of inspection, training, and emergency response grows in importance every day. Coordinating resources from many aspects of government and private sector make this division most unique and vital.

Our continuing focus will be to deliver the best emergency response with the resources the division has at its disposal. Over the years staffing levels have decreased when the demand for emergency response has either stayed the same or increased. The charts following depict the comparison.

Personnel to Staffing levels



Total Incidents

Year	1971	1980	1991	1993	1997
Incidents	2,055	4,278	3,316	4,035	4,272

The division has in the past, and will in the future year, meet challenges, take on additional projects, and serve the community with the continued commitment and dedication of professional Fire Personnel. Through the dedication of Fire Personnel and a partnership of the community, a firm commitment to mutual aid is vital. Without this mutual commitment, the current supplement of staffing and equipment would not be sufficient, thus, reducing our utmost capabilities.

Over the past three years our response to incidents has remained over 4,000. The Fire Services Division responded to 4,272 incidents in 1997. Of the 4,272 calls for assistance, 1,626 were medical or rescue. The remainder of the incidents is shown in the accompanying chart.

Structure Fires and Smoke Scares	124
Vehicle Fires	28
Engine Medical Calls	2,183
Outside Fires	46
Pressure Explosions	7
Assist Party	46
Hazardous Conditions	249
Lockouts	101
Water Removal	69
Mutual Aid	74
False Calls	186
System Malfunction	341
Misc. Service Calls	986
Estimated Structure fire Loss	$1,224,970
Estimated Vehicle Fire Loss	$106,550

For over twenty-six years, the Division of Fire Services has been providing emergency medical services to the Town of Arlington. In 1997 firefighters/emergency medical technicians responded in the Rescue/Ambulance to over 1,626 medical related emergencies. Among the more common emergencies were: cardiac arrest, respiratory distress, serious illness or injury, motor vehicle accidents, anaphylactic shock (life threatening allergic reaction), and diabetic shock. The fire based Emergency Medical Services (EMS) system the division provides is capable of responding on location to a 911 call within three to four minutes with personnel trained in basic life support. Emergency rescue services firefighters provide include: cardiopulmonary resuscitation, heart defibrillation, oxygen therapy, epinephrine auto-injector intervention, cervical spine stabilization, vehicle extrication, water rescue, confined space rescue, and hazardous materials mitigation.

The Division of Fire Services has been a member of the North Suburban Emergency Medical Consortium for ten years. The North Suburban Emergency Council has recognized the division for continued support and excellence in emergency medical service. The

consortium is comprised of fire departments in twelve surrounding cities and towns and is affiliated with Lahey-Hitchcock Clinic, Symmes Medical Center, and Winchester Hospital. The consortium is in a partnership agreement with Armstrong Ambulance Paramedic Service which provides paramedics and eight Ford Bronco response vehicles for advanced life support (ALS) service.

The cross trained/dual role firefighters are committed to providing effective, knowledgeable, and experienced fire department based pre-hospital emergency medical care to Arlington. The goal is the right response, on time, every time. Captain Wayne Springer has been the EMS coordinator for the past several years.

The Fire Services has instituted an inventory program. Captain Gray Stratton is the inventory officer for our fleet. This program is in place to insure that all apparatus, including reserve apparatus, is fully equipped at all times. The equipment is maintained properly and in good working order, the disposable supplies are replenished as they are used, and the overall upkeep of the apparatus is checked on a daily basis. The Captain acts as the liaison between the company officers assigned to each piece of apparatus, the administrative office, and the mechanics. One of the objectives for the inventory officer is to better serve the department and the community.

Over the past years, the plan has been to integrate computers into the Fire Services. The administrative staff of the Fire Services is already using computers. The goal for 1997 was to connect Headquarters, Highland, and Park Circle Fire Stations to the town computer network. The hardware and wiring necessary for access to the network was installed in all stations. The computers were installed in both Headquarters and the Highland Fire Station.

In 1998 the goal for the Fire Services is to complete the installation of the computers into the fire stations. A computer will be installed at Park Circle. Additional computers will be installed in both Headquarters and the Highland Fire Station. Once completed, the next phase will be to customize applications specific to the Fire Service to meet the needs of the department. As these applications become available to the line officers and firefighters, it will become necessary to provide in-house training on the use of these applications. The Fire Services is looking forward to introducing these new technologies to officers and firefighters. With the tools available to them, department members will be better able to serve the needs of the citizens of Arlington. Lieutenant Kevin Kelley has taken the responsibility of implementing the computer needs and training.

Fire Prevention

Fire prevention encompasses all of the means used by fire departments to decrease the incidence of uncontrolled fire. The fire prevention methods employed by fire department personnel involve a combination of three "E's" - engineering, education, and enforcement.

Good engineering practices can do much to provide built-in safeguards that help to prevent fires from starting. Such practices also help to limit the spread of fire should it occur. Education is the method used to instruct and inform groups and individuals of the dangers of fire and its possible effects. Enforcement is the legal means of correcting deficiencies that pose a threat to life and property. Enforcement is implemented when other methods fail. The Fire Services Division utilizes all three through better understanding the effects of fire behavior, through enforcement of the Commonwealth of Massachusetts Regulations (CMR) Chapter 527 and the Massachusetts General Laws (MGL) as contained in Chapter 148 and through continued education, especially to children and older adults, who are most susceptible to the dangers of fire.

The fire prevention division works closely with the Building Inspectors office to ensure that all new construction meets the requirements of the State Building Code. This past year the division has been involved in the major renovations of the Ottoson Middle School, two supermarkets, a pharmacy in Arlington Heights, and the construction of two new buildings in the same area.

In 1997, the Arlington Fire Services Division conducted its annual in-service inspection program. On-duty fire personnel conduct this program. Inspections were done on mercantile occupancies and apartment buildings. These inspections are done for two purposes. First, to protect the citizens from potentially hazardous conditions in stores or other buildings frequented by the public, and secondly, to enforce the fire codes and to advise the owners and/or occupant of these buildings on how to keep them up to standards. Means of ingress and egress are strictly checked and enforced. Fire protection, such as automatic fire extinguishing systems and fire extinguishers, are checked and recommendations made to bring them up to code. Overall housekeeping is checked for fire and health hazards. All violations were reported to the fire prevention office and a second inspection is made to insure that corrections to hazards were made. It is the plan of this division to inspect twenty-five percent of these locations a year, covering the entire town in four years. Captain Allan McEwen is the liaison officer between the Fire Prevention Office and Suppression Personnel for the inspection program.

Other inspections that the Fire Services Division performed included; common victuallers, food venders, second hand dealers, Class I & II auto dealers, lodging houses, movie theaters and clubs, schools, hospital, and nursing homes.

COMMUNITY SAFETY

Inspections were once again conducted for proper placement and operation of smoke detectors in all residential properties that were either sold or re-financed. Under MGL Chapter 148, Section 26F, the seller must equip all dwellings with approved smoke detectors upon sale or transfer of ownership. The importance of smoke detection cannot be overly stressed. All too often, we read or hear about a fatal fire where the smoke detectors were either missing or inoperable because of a dead battery, or no battery at all. The National Fire Protection Association (NFPA) and the fire department recommends testing smoke detectors monthly, and as a simple reminder; **when you change your clocks, change your batteries**.

This year Fire Prevention Week was celebrated in October. The theme for 1997 was Know When to Go! - React Fast to Fire!. The theme was designed to remind people that how they react when they hear a fire alarm is a matter of life and death. The NFPA estimates that approximately eighty percent of all fire deaths in the United States and Canada occur in the home. It is important to have an immediate escape plan from your home, place of business, or anywhere that you may be such as malls, department stores, restaurants, and movie theaters. In some locations, such as certain high-rise buildings, the safest action may be to stay inside, protect yourself from smoke, and wait for the fire department.

For the past several years, the second grade students of Arlington have received fire safety education during Fire Prevention Week. This year, however, the Fire Services Division participated in the Student Awareness of Fire Education (SAFE) Program, which was made possible through a $5,000 grant. The Fire Services Division again applied for and received $5,331 for next year. With the procurement of a "Hazard House" simulator, which depicts hazards commonly found in the home, children learn how to identify these hazards and take the necessary measures to eliminate them. A "Sparky the Fire Dog" costume was also purchased.

Eight Arlington firefighters volunteered to assist with this program and through their efforts taught valuable fire safety information to over 3,000 children in kindergarten through sixth grade. A special thanks is given to the Lexington Savings Bank and the Kiwanis Club of Arlington for their generous contributions and show of support for this important life-saving educational program. Instructors discussed selected fire safe topics from the Learn Not to Burn curriculum produced by the NFPA. Topics selected included the dangers of playing with matches and lighters, crawling low under smoke, the Stop-Drop-Roll technique in case clothing catches fire, how to plan for and implement an emergency escape plan, and the importance of smoke detectors.

On October 18, 1997 the Arlington Fire Services held its third annual Open House. The Open House was held at the Headquarters Station in Arlington Center and sponsored by Papa Gino's. Over 700 adults and children turned out for this event. An added attraction this year was the "Fire Safety House" provided by METRO/FIRE. This full-size trailer is equipped with a kitchen, living room, and bedroom. The trailer was filled with simulated smoke to show real life smoke conditions. Children were taught match and lighter safety, first aid for minor burns, and how to escape from their bedroom in case of fire. Over seventy pizzas were served with soft drinks to all that attended.

The Fire Prevention division issued 966 permits in 1997. The fees collected from these permits totaled $17,961.50. The Fire Rescue generated another $211,687. All fees collected are added to the Town of Arlington General Fund.

Training Division

The Training Division continuously strives to properly train and prepare the firefighters of Arlington to handle any situation that they may encounter. Continuous training in fire suppression techniques, hazardous material emergencies, auto extrication, and building construction are just a few of the areas in which firefighters must be proficient. In addition, every firefighter is a first responder, which allows them to render first aid. Fire Services also has fifty EMT's offering such medical aid as epinephrine injections, which reverses the effects of anaphylactic shock, and the use of a cardiac defibrillator, which shocks a patient in cardiac arrest.

In April five new recruits joined the Arlington Fire Department. After a brief two-week orientation in Arlington, these recruits were sent to the Massachusetts Fire Academy for an intense training of eleven and one half weeks. At the Academy each of the recruits became proficient with such equipment as self-contained breathing apparatus, ropes and knots, and ground and aerial ladders while being taught tactics such as search and rescue, forcible entry, fire behavior, and firefighter safety. The following firefighters all successfully completed the Academy certification requirements of Firefighters I/II: Paul McPhail, Jay Henebury, Thomas Dean Jr., Brendan Carey, and James Bailey.

Drills conducted during this past year included a six-hour program on ammonia and its hazardous potential. This exercise included a walk-through exercise at the Brigham's plant, on Mill Street, where ammonia is prevalent. Other drills included operation of the life boat and water rescue, auto extrication with hands-on training, a four-hour Massachusetts Fire Academy class on arson awareness, and a new program on emergency care entitled Comfort Care.

Continuous drills take place on a daily basis at the Company level. Routine drills could include ladder drill, self-contained breathing apparatus (SCBA) use, advancement of hose lines, pump drill, driver training, ladder placement, search and rescue, and every other aspect of firefighting that enables the Fire Service to respond to the many incidents we are called upon to remedy, without hesitation. In addition to fire suppression training, all EMT's must undergo constant re-certification in various skills to maintain their Massachusetts EMT-D certification.

Arlington firefighters will continue to serve the community with the highest level of excellence and professionalism. This will require continuous training in all aspects of firefighting and emergency medical care in 1998. An infectious disease awareness program, a 12-hour course on building construction, and a Students Against Driving Drunk demonstration are among the topics to be studied. Captain Richard Weismann is in charge of training.

Inspections Division

The Inspections Division of the Department of Community Safety has the responsibility for the enforcement of the Massachusetts State Building Codes and the Town of Arlington Zoning Bylaws. Responsibilities of the division include the inspection of all buildings, construction, and renovations.

In 1997 the Inspections Division issued 2,536 permits of which 761 were building permits, 517 plumbing permits, 472 gas permits, and 788 electrical permits. For each permit issued, one or more inspections are required by the appropriate inspector. The building permits issued total $14,492,666 in construction cost. The fees collected for issuing said permits totaled $217,490. The staff of Inspections Division consists of the Inspector of Buildings, the Inspector of Wires/Local Building Inspector, the Inspector of Plumbing, Gasfitting/Local Building Inspector, and a Principal Clerk. In addition to the usual department work, the division continues to serve in its advisory capacity to assist citizens, boards, commissions, and other town departments.

After forty-two years of employment with the Town of Arlington, William A. Libby, Jr., Inspector of Buildings, retired in July. Mr. Libby's many years of dedicated service to the town are greatly appreciated. Michael F. Byrne, former Local Building Inspector and Inspector of Plumbing/Gasfitting, was appointed to the position of Inspector of Buildings following the retirement of William A. Libby. Kenneth P. Huntley has been appointed Inspector of Plumbing/Gasfitting/Local Building Inspector.

Recognition

Captain Allan McEwen was promoted to Deputy Chief. Lieutenant Richard Weismann was promoted to Captain. Firefighters Bernard Ryan and Kevin Kelley were promoted to Lieutenant. Appointed to the Fire Services Division were James Bailey, Brendan Carey, Thomas Dean Jr., Jay Henebury, and Paul McPhail. Retired from the Fire Services were Deputy Chief Clifford Smith, and Firefighter Robert White. Director Perry Cayton was appointed to the Massachusetts Fire Training Council.

Auxiliary Fire/ Local Massachusetts Emergency Management Agency

The town is fortunate to have many young volunteers to assist in times of emergencies. Volunteers have given over 3,000 hours of time and are trained to operate generators and pumps, put up emergency lights, and handle shelter operations. The volunteers helped in the blizzard of 1997 and many other storms encountered during the year. The goals of the volunteers are to develop good citizenship, build confidence, participate in emergency management, provide community service, and assist the community during disasters. One area that the volunteers have been active in is a patrol of the bike path.

COMMUNITY DEVELOPMENT

PLANNING & COMMUNITY DEVELOPMENT ARLINGTON REDEVELOPMENT BOARD

History

The Arlington Redevelopment Board is pleased to submit its annual report to the town. The board was created by a special act of the legislature in September 1971, following an affirmative vote of the Annual Town Meeting. Two years earlier, the Department of Planning and Community Development was created by the Town Manager. The goal of the Town Manager and the Town Meeting, supported by the home rule petition adopted by the state legislature, was to create a board and department that would centralize planning and development, given the desire that the town remain an attractive, livable, residential community. Since its creation, the board with the assistance of the department has focused its efforts on the improvement and expansion of the existing business districts along Massachusetts Avenue in the Mill Brook Valley. Concurrently, the board has worked to protect the quality-of-life throughout the town, recognizing that Arlington has been and will continue to be a predominantly residential community, and new nonresidential development should not adversely impact that asset.

The Redevelopment Board, as the town's planning board, is responsible for zoning, comprehensive planning, and land use development. The board spends considerable time functioning as a Special Permit Granting Authority in the administration of the town's environmental design review process that was enacted by Town Meeting in 1975 to ensure that major developments were properly reviewed. The board has the power to undertake specific redevelopment projects as a Chapter 121(b) Urban Renewal Operating Agency. To date, the board has exercised this authority only once, with the approval of the Town Meeting, as it undertook some major historic preservation projects in Arlington Center.

Four members of the board are appointed to staggered three-year terms by the Town Manager, subject to the approval of the Board of Selectmen. The Director of the State Office of Communities and Development appoints the fifth member. Currently, three members of the board also serve as elected members of the Arlington Town Meeting. All members must be residents of the town and serve without compensation.

Three full-time professional planners and a support staff of two staff the Department of Planning and Community Development. The director serves as secretary ex officio to the board. This is a unique arrangement in Massachusetts, since Arlington was the first town to create a joint planning board and redevelopment authority. This arrangement has provided the town with centralized planning and development and has resulted in considerable savings in the administration and operation of our planning and development programs. The director is appointed by the Town Manager as the Director of Planning and Community Development. In addition, he is responsible to the Town Manager and the Board of Selectmen for the administration of the Federal Community Development Block Grant Program. He also serves as executive director of the Menotomy Weatherization Program. This program receives state and federal funds to provide weatherization assistance to Arlington and the towns of Belmont, Lexington, and Watertown, and the cities of Waltham and Cambridge. During the last fifteen years, over 5,000 dwelling units have been weatherized. The director also represents Arlington as a board member of the Northwest Consortium, a group of seven communities including Arlington, Medford, Malden, Everett, Chelsea, Revere, and Melrose, which receives Federal Housing Assistance funds.

Town Meeting

During 1997 the board and the department focused their energies in three major planning areas. The first, the re-planning efforts at the Reed's Brook site; second, major amendments to the Zoning Bylaw; and, third, implementation of the Arlington Business Community (ABC) study.

In 1992, the Annual Town Meeting requested the board study the implications of the possible public acquisition of the former Summer Street landfill known as Reed's Brook. This parcel had been used as a landfill by the town between 1959 and 1969, under a lease arrangement with fourteen different owners. The land was a mixture of moist farmland, meandering brooks, and swamps. In some places the underlying peat was forty feet deep. It had been the subject of flooding over the years. The town administration proposed to the owners that the peat be removed and the land be filled with trash and covered as part of a sanitary landfill reclamation project. This technique had been used elsewhere in town. The town also agreed to install a drainage system to alleviate the flooding conditions.

Following the closure of the landfill in 1969, the land lay fallow until the mid-1980's. At that time, it was assembled by a private developer and rezoned by Town Meeting to permit a 260-unit condominium development. The local boards and commissions issued the necessary permits and the State Department of Environmental Protection approved a closure plan. The real estate market collapsed and the project did not proceed. In 1993, after the failure of the developer and the bank that provided the financing, Town Meeting authorized the board to proceed with acquiring the site from the Federal Deposit Insurance Corporation (FDIC). The vote of Town Meeting was specific and stated in part as follows: "...if said property is acquired that jurisdiction thereof be placed under the control of the Redevelopment Board on a temporary basis and shall reside therein until otherwise voted by the Town." During 1994, the board acquired an

eight million-dollar note from the FDIC for $10,000. On March 15, 1995, the board, as holder of the note, foreclosed and acquired the property. The board has been proceeding with a plan in conjunction with the State Department of Environmental Protection (DEP) to remedy the flooding conditions at the site. During August and December, the board convened major public meetings attended by over 100 people to review the preliminary findings of the Comprehensive Site Assessment required by DEP. The study which has since been reviewed and approved by DEP showed that there were inconsequential hazardous materials on the site which could be easily remedied. The board is continuing to work with DEP to develop the appropriate drainage plan and closure plan for the site. In 1997, the Board returned to Town Meeting with a recommended reuse plan and a request for funds to improve the site. Town Meeting responded and authorized $5.6 million bond and voted to reuse the site as a major recreation facility. Town Meeting also voted to purchase two adjacent parcels that total 2.5 acres.

As a result of the endorsement of the ABC study by Town Meeting in 1996, the board submitted warrant articles to the Annual Town Meeting in 1997. Twenty-three of the articles were adopted in order to update our zoning bylaw to deal with many new land use issues. Major amendments severely limited the opportunity for high traffic generating auto dependent uses. In addition, the town adopted a major amendment to deal with the rapid expansion of wireless communications facilities authorized by the Federal Telecommunications Act of 1996.

Property Management

The board continues to be landlord for approximately 200,000 square feet of surplus building space in the town. All buildings return income to the town and are fully occupied with a variety of tenants who provide much needed services to the residents. The board's efforts have resulted in a highly successful community art center at the former Gibbs Junior High School, numerous daycare centers, a multipurpose senior center, and an adult day health center. The board has maintained rent levels that are consistent with their fiduciary responsibility, and with the board's desire to provide services to our residents that can no longer be provided by town government.

Special Permit Granting Authority

The Board also serves as the Special Permit Granting Authority for uses subject to Environmental Review. These are uses, which require a special permit to be developed. Due to their complexity, impact, and size, Town Meeting voted that the board hear and act on petitions under this provision. During 1997 the Board heard and acted upon thirteen petitions. Extensive public hearings were held to allow for citizen input. Following the public hearings the board evaluated each petition against the standards in the Zoning Bylaw, which was created by a vote of the Town Meeting. In 1997 all petitions were granted. The board attached conditions to each permit to insure that the uses could be developed in Arlington consistent with our standards.

During 1997 the Board granted permits for the following projects: 1) A nineteen unit residential rental development at 170, 174, 178 Summer Street. This development resulted in the preservation of two historic houses as part of the permit. 2) A 13,000 square foot retail development at 1398 Massachusetts Avenue on the site of an abandoned MBTA parking lot. The board encouraged extensive community participation prior to granting the permits with conditions. 3) A proposed 15,150 square foot addition to the former MBTA Power Station at 5 Water Street. 4) A 100 unit hotel at the site of the abandoned Alewife Volvo dealership at 19 Massachusetts Avenue. This private project was proposed as a result of the recommendations of the ABC Study. 5) The Board also acted on seven requests for wireless communications installations. These installations were all placed on the roofs of existing buildings in accordance with the vote of Town Meeting. Two of the installations on a town building will return $48,000 per year in rent for the next twenty years. 6) A proposal from Media One, the cable licensee in Arlington, to lease and renovate the former Dallin Branch Library as its local headquarters and local access studio. 7) A proposal for a twenty-two unit condominium townhouse at the corner of Summer and Mill Streets

Regional Representation

The Director of Planning and Community Development also represents the town on several regional agencies. The director has been a twenty-four year member of the Metropolitan Area Planning Council (MAPC), the regional planning agency that represents 101 cities and towns in Metropolitan Boston. The director has been a member of its executive committee for fifteen years and served as Council President for two years. The MAPC provides a regional perspective to such areas as land use, economic development, housing, transportation, and environmental quality. In addition, the director represents the town on the Joint Regional Transportation Committee, which focuses on transportation planning issues in Metropolitan Boston. The director has represented Arlington for twenty-four years and served as its chairman in 1983. Finally, the director also serves on the Massachusetts Bicycle Advisory Board.

Awards

The board and the department presented a new Open Space Plan to the Town Meeting in 1996 for review and approval. This is the first time that such a plan had been taken to the governing body in Arlington; in fact,

state officials who reviewed the plan informed us, it is rare that open space plans are presented to Town Meeting for action. The Town Meeting endorsed the concepts in the plan including the creation of a new Open Space Plan Committee to coordinate all open space activities in Arlington. The committee is made up of representatives of the various boards and commissions involved in open space and have been meeting regularly to coordinate its efforts. The state-reviewing agency also informed the town that its open space study was the finest in house non-consultant study it had ever seen. Our planning peers rewarded the efforts of the town as we received a New England Regional Award from the American Planning Association for the outstanding comprehensive planning effort of the year.

Communication and Participation

The efforts of the Department of Planning and Community Development and the Redevelopment Board require us to listen and understand the concerns of all the town's residents. Citizen involvement and participation are crucial. The board and the department require and need input from other town officials; the Board of Selectmen, Town Manager, School Committee, Finance Committee, Town Meeting members and other department heads, commissions, and citizens. The department and the board take pride in their ability to explain complex issues relating to land use and development in the future of the town. The department welcomes citizen input and hopes that as questions arise you will feel free to call the department with your questions and concerns. If it appears that further discussions at a public session are necessary, arrangements can be made for those discussions at the regularly scheduled Redevelopment Board meetings. The department and the board welcome the opportunity to serve you, the residents of the Town of Arlington.

ARLINGTON HOUSING AUTHORITY

As an independent and quasi-municipal agency, the Arlington Housing Authority is charged by statute with providing safe and affordable housing for eligible persons. The Housing Authority is funded solely by the state and federal governments. Properties owned by the authority are exempt from local property taxes. In 1997 the authority paid to the town $6,987.24 in lieu of taxes. This amount is the maximum the agency is allowed by state statute.

AHA Programs

The housing programs offered by the authority provide either direct housing in government-owned developments or subsidized housing in privately owned dwellings. The Arlington Housing Authority manages 1,146 housing units. These units consist of 522 that are available for elderly and/or handicapped residents, 176 units which are designated for family housing, and 448 vouchers and certificates which assist participants living in privately-owned dwellings throughout the community.

Elderly and handicapped housing units are found in five developments. These developments are the Robert Hauser Memorial Building, Drake Village, Chestnut Manor, Winslow Towers, and Gerald J. Cusack Terrace. Each development has its own tenant association. Officers are elected by the tenants, creating a self-governing community. Tenant associations sponsor a variety of events throughout the year to fund their programs.

Menotomy Manor, a family housing development located in East Arlington, offers 176 units of housing in both duplex and multi-unit buildings. Menotomy Manor is conveniently located a short distance from the Thompson Public Elementary School, North Union Street Playground, and is handy to public transportation. The Menotomy Manor Tenants' Association, through the cooperation of the Housing Authority and local businesses, sponsored a very impressive neighborhood cookout this past summer. The Arlington Police Department was recognized by the tenants for cooperation, support, and safety initiatives. For the second year Community Policing Grant funds were used to provide police patrols in the area, greatly enhancing the safety of the neighborhood.

The Housing Authority administers 422 Section 8 vouchers and certificates and twenty-six Massachusetts Rental Vouchers. These certificates and vouchers allow qualified recipients to reside in private housing throughout the community. The Housing Authority also sponsors a residential home for thirteen developmentally disabled adults in cooperation with area mental health agencies.

Future certificates and vouchers furnished to the authority from the United States Department of Housing and Community Development (HUD) will be based upon the Family Self-Sufficiency Program (FSS). The goal of this program is to help families become independent of public housing within a five to seven year period through educational development as well as technical, trade, and vocational skills training. The FSS strategy is to use housing as a stabilizing force so families are able to invest energy in efforts necessary to achieve self-sufficiency. Through the FSS program, successful participants may even have portions of future rent increases placed into escrow accounts that will become available to them upon completing the program.

New Initiatives
Computer Systems

In 1997, the Authority upgraded its Section 8 computer system by installing new computers, a new local area network, and program management software. In

addition to an advanced tenant processing capability, the authority now regularly electronically transmits monthly reports to HUD and uses the Internet to keep track of the latest HUD regulations and announcements.

***Arlington Housing Authority**. Seated, John Cusack. Standing (l to r) Thomas Yewcic, Freeland Abbott, James Ferraro, and John Griffin.*

Vision 2020

Vision 2020 is a partnership of townspeople and public officials as well as a process providing a forum for short and long-term planning for the Town.

In 1990 a steering committee of elected and appointed town leaders and residents launched a two-year exploration of Arlington's rich history of achievements and its methods of operating. Using town-wide focus groups, they identified strengths and areas exemplifying those values that Arlington would want to be known for in the future.

Articles of Our Common Purpose emerged around these value areas and were refined by input from more than 1,400 Arlingtonians. Task groups formed around each article. A structure to perpetuate the process of involving townspeople and officials who together explore the most effective ways to address each area was adopted by Town Meeting in 1992. The Vision 2020 Standing Committee, with the operating slogan "A Proud Past, A Focused Future" became a committee of the town and succeeded the original steering committee.

Over the next year the articles became Goals for the Town and were adopted by Town Meeting in 1993 as a bylaw. These goals, in the areas of; Business, Communication, Community and Citizen Service, Culture and Recreation, Diversity, Education, Environment, Fiscal Resources, and Governance; must be considered as the town goes about its business. The goals, central to the work of Vision 2020 and its task groups, including a student group at Arlington High School, provide the basis for community outreach and for community participation.

The Standing Committee includes the following: the Town Manager, Superintendent of Schools, Town Moderator, and Director of Planning and Community Development; representatives from the Board of Selectmen, School Committee, Finance Committee, and the Redevelopment Board; two Town Meeting Members; two residents, one each selected by the Board of Selectmen and the School Committee; a representative of each of the Task Groups; and a student from Arlington High School appointed by the superintendent.

Since 1990 the work of Vision 2020 has been supported by a federal grant. The standing committee monitors and administers this work, and ensures that important issues are discussed, studied, and resolved in as timely a manner as possible. The standing committee also tries to assure that this discussion is open, collaborative, strategic, cooperative, and fact based.

Achievements in 1997

- Establishing a forum within the Environment Task Group for renewed interest in issues concerning Spy Pond. Over 200 individuals participated including our State Representatives, members of the Arlington's Conservation and Park and Recreation Commissions, representatives of Belmont's Conservation Commission, and the Mystic River Watershed Association.

- Producing the following fact sheets on Spy Pond issues: A Spy Pond Primer, What's Waiting Under the Ice at Spy Pond, and What Will Spy Pond Look Like in Five Years. Task Group member Tom Lisco's report on the historic and current water levels of the pond.

- Conducting a Spy Pond Cleanup in the spring.

- Hiring a consultant, with the Planning Department, to study the many studies of the pond over the years and to review those recommendations in view of current technology and law, and also to recommend further paths to resolve the pond's eutrophication and related problems. The report, Review of Recommendations for the Restoration of Spy Pond, Arlington, Massachusetts, will be presented to town officials and the public by the consultant, Peter Shanahan of Hydroanalysis, Inc., in early 1998.

- Providing an analysis of the school renovation project for town officials and the community.

- Producing Rules of the Hall, a guide for Town Meeting Members, on Town Meeting procedures.

- Initiating parenting/school/community discussions on diversity matters in the schools; supporting minority hiring of qualified applicants in the town.

- Participating in the crystallization of issues surrounding the need for all-day kindergartens.
- Continuing to present the annual Warrant Review. P
- Participating in the Arlington Business Community Study with its emphasis on Arlington Heights.
- Exploring ways to improve communication between town government and the community.
- Developing information distribution systems at Arlington High School.
- Continuing to reach out to the community at Town Day and through an insert in the annual census mailing for ideas and participation in the Vision 2020 process.

During 1998 Vision 2020 hopes to do the following:

- present a warrant article, Goals for Spy Pond, for adoption by Town Meeting,
- develop a Vision 2020 web page,
- produce a pocket map/reference guide to Arlington's recreational facilities and historic sites,
- conduct another Spy Pond cleanup and initiate a summer water festival,
- continue to provide objective analysis of fiscal matters affecting Arlington's future,
- participate in the implementation of a community statement condemning hate crimes and graffiti,
- continue to reach out to the community for their suggestions and participation in helping Arlington move into the twenty-first century.

Vision 2020 is grateful to the more than 4,000 townspeople who have contributed to this community-wide effort to prepare Arlington for its future. Vision 2020 Standing Committee members and Task Group Chairs during 1997 were Michael Angotti, Eugene Benson, Sister Elizabeth Cawley, CSJ, Kathleen Donovan, Gail DuBois, Sidney Feinleib, Stephen Gilligan, Karsten Hartel, William Hartigan, Jane Howard, Lauren MacKenzie, Nora Mann, Peter Manning, Donald Marquis, Alan McClennen, Jr., Sherry Miller, Angela Olszewski, Anthony Orlandi, Thomas Rawson, Allen Reedy, Loretta Saint-Louis, William Shea, Edward Starr, Miriam Stein, Martin Thrope, Anne Torregrossa, Patricia Watson, and John L. Worden III.

Vision 2020 booth at 1997 Town Day.

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council (MAPC) is the regional planning agency representing 101 cities and towns in the metropolitan Boston area. Created by an act of the Legislature in 1963, MAPC serves as a forum for state and local officials and provides technical planning assistance and service delivery to member communities. MAPC works with cities and towns through eight subregional organizations whose members are appointed by chief elected officials and planning boards. The Council provides the subregions with financial, planning, and administrative support; and offers technical aid on selected special projects. MAPC is a designated Economic Development District of the federal Economic Development Administration and as one of fourteen members of the Metropolitan Planning Organization (MPO), has oversight responsibility for the region's federally funded transportation program.

MAPC completed another successful year of working with communities, state agencies, various non-profit groups, universities, businesses, special interest coalitions, state and federal legislators, and other regional planning agencies. The agency held at least fifteen regularly scheduled meetings each month, eight of which were in the different subregions. These meetings plus special workshops, seminars, focus groups, and conferences linked together the hundreds of issues and individuals that are part of the Boston and national planning scene. This network provided the energy, vision, and focus for MAPC's activities in the region.

After years of concern about the role of local governments in state transportation planning and funding decisions, 1997 saw a landmark achievement in the formation of a new Boston area MPO. The reorganization was the outcome of federally supported mediation, with MAPC serving as a key negotiator for a stronger state and local partnership. MPO voting members now include seven cities and towns, along with seven state and

regional agencies, including MAPC. The municipal and regional members of the MPO are responsible for programming about $40 million per year in local road and bridge projects, about one-third of the total funds available for the metropolitan region. MAPC works with communities to develop a list of local projects to be programmed for funding.

In September, the first Transportation Improvement Program (TIP) was adopted by the new MPO. The TIP also included $10 million for "Enhancement projects" and $3 million for Transportation Demand Management (TDM) projects. As a regional planning agency MAPC's role in both the Enhancement and TDM programs is to solicit proposals and prescreen them for funding eligibility.

As always, the agency also participated in a variety of transportation related projects. One of the major efforts this year involved working on the Transportation Summit meeting that was held in Springfield. This effort was organized to support the reauthorization of the Intermodal Surface Transportation Efficiency Act (ISTEA) and help assure that federal transportation funding for New England is not diminished. MAPC completed a three-year Pavement Management System project that involved the inspection of all federal-aid eligible roadways throughout the entire MAPC region. A report on the over 3,000 miles of road that were inspected was submitted to the Massachusetts Highway Department.

A new project that was organized last year was the Metropolitan Greenspace Initiative. Over sixty-five environmental and historic preservation organizations have indicated their interest in participating in this effort that MAPC is currently staffing. As part of this project the agency has produced a map that illustrates the development growth in the greater Boston area from 1970 to 1991. The accompanying data documents the results of urban sprawl that has occurred showing a fifteen-percent growth in land development with only a five-percent growth in population. MAPC staff has also been working with graduate students at the Harvard Graduate School of Design on a report outlining the potential for open space protection as the region continues to grow. During the past year the agency increased its association with the Boston Harbor Islands National Recreation Area planning project with the expectation that the agency will become one of the groups officially involved in the establishment of this new federal/state facility.

MAPC produced a number of publications during 1997. This past year the agency published its first yearly calendar with each month displaying maps containing different demographic data of interest to communities in the region and their residents. The Data Center also published a report, Top Employers, which listed by community the number of employees per establishment in the region. Other recent projects include a Title 5 compliance computer software application, economic forecasting for several agencies, school enrollment forecasts for several communities, and updates to the community profile series. The Data Center, working with Harvard University and the University of Massachusetts Boston, also completed a collaborative project known as The Massachusetts Electronic Atlas. This atlas provides access via the Internet to information on the 351 cities and towns in the state. All the information can be downloaded.

The Geographic Information System (GIS) Lab completed numerous projects for both individual communities and for the region as a whole. Staff worked on developing a tree inventory for a community. Staff also completed a wireless communication siting study for one of the subregions, an open space update for another, and a comprehensive regional zoning report for yet another. GIS staff conducted a number of workshops on parcel data automation and acted as an information resource for municipalities interested in beginning or expanding their GIS programs.

In addition to playing a major role on a number of regional boards and commissions, the staff also applied for and received grants to investigate shared services in one of the subregions and also to help communities deal with the issue of utility deregulation. MAPC continued to participate with the South Weymouth Naval Air Station reuse planning project.

MAPC updated its Overall Economic Development Program for 1997, analyzing the regional economy and economic development needs, and revising the list of projects eligible for federal funds through the Economic Development Administration (EDA). The agency administered a Community Adjustment Planning Grant provided by the United States Department of Housing and Urban Development to examine community responses to defense industry downsizing and evaluate defense dependencies of small and mid-sized municipalities. The project included several focus groups and a regional forum. A final report on strategies to adjust and diversify local economies in response to reduced defense spending will be completed in early 1998.

LEGISLATIVE

TOWN MEETING

TOWN MODERATOR

Arlington's legislature, the Town Meeting, had an unusually busy year in 1997. The Annual Town Meeting began on April 28 and did not dissolve until June 18 - a total of fifteen sessions. In addition, there were three Special Meetings: April 30, May 7, and October 27, with a total of eight sessions (seven of which were co-extensive with sessions of the Annual Meeting). In all, 136 articles were considered. For purposes of this report, articles of the Annual Town Meeting will be identified as "ATM," those of the April 30 Special "STM-1," those of the May 7 Special as "STM-2," and those of the October 27 Special as "STM-3."

As customary, amendments to the Zoning By-Law were considered at the beginning of the Annual Meeting. Significant action included the creation of a "major business district" zone (called B2A), and the rezoning into that district of many parcels along principal thoroughfares (ATM Articles 4-15), and changes to hotel regulations (ATM Article 19) to accommodate a proposed new hotel at the eastern entrance to the Town.

Facilities for cellular communications, specifically antennae, occupied many hours of discussion. The Zoning By-Law was amended to regulate the location of such facilities (STM-2 Article 10; STM-3 Article 3) and approval was sought for leasing Town-owned land and buildings for them (STM-2 Article10).

In another action related to new technology, the Meeting voted that the Warrant and other relevant information should be published on the Internet (ATM Article 50). The idea of having the Selectmen give an annual "State of the Town" report (ATM Article 54) was turned down.

The redevelopment of the former Summer Street dump known as Reeds Brook into conservation land and recreational facilities moved forward with land acquisitions and an appropriation for the improvements (STM-2 Articles 3,4, and 6).

Education, particularly the reconstruction of the Town's aging school plant was discussed in detail. An additional appropriation was made to complete the Ottoson Middle School project (STM-1 Article 3); legislation was requested with respect to the interest on construction bonds (STM-3 Article 5); and a resolution was adopted in favor of the June override vote.

The NESWC contract under which the Town's trash is taken to a facility in North Andover was revisited, and an authorization previously given to the Town Manager to sign a new agreement was revoked (ATM Article 67). The Selectmen were directed to file for legislation authorizing a "Tip Fee Stabilization Fund" in the Treasurer's office, after it was discovered by a Town Meeting member that recycling proceeds had been deposited into a bank account established through the NEWSC refinancing (ATM Article 89).

In the second year in a row, the omnibus budget (ATM Article 90) was passed by a unanimous vote. Fifty-six million dollars was appropriated.

Town-wide traffic studies proposed by the Selectmen, with a $100,000 price tag, were defeated (ATM Article 99), but a Committee was appointed to review the traffic lights at Pleasant Street and Massachusetts Avenue with an appropriation of $5,000 (ATM Article 101). In other street-related activity, the Selectmen were asked in a resolution under ATM Article 49 to make the signage on parking regulations more clear.

Other committees were created to study Symmes Hospital (STM-2 Article 13) and to plan a celebration of the Millennium (ATM Article 64).

The traditions of Town Meeting include the singing of the National Anthem and an invocation at the opening of each session. At the first session the Menotomy Minutemen marched in and played the anthem on fifes and drums. At other sessions, Town Meeting member Zavan Mazmanian and Finance Committee member George Kozur accompanied the singing on the piano.

Invocations were given by Rev. Brian M. Flatley, the new pastor of St. Agnes Church; Rev. William Albright, the new minister of Park Avenue Congregational Church; Rev. James J. McLaughlin, Jr., parochial vicar of St. Eulalia's Church; Rev. Dr. Harold C. Small, minister of Trinity Baptist Church; Rev. Brian Emmet, pastor of Covenant Church (twice); Rev. James E. O'Leary, pastor of St. Camillus Church; Rev. Jed E. Snyder, new minister of Countryside Bible Chapel; Rev. James E. Herlihy, parochial vicar of St. Agnes Church; Rev. Dr. Nicholas M. Kastanas, pastor of St. Athanasius the Great Greek Orthodox Church, Rev. Charles R. McGahey, parochial vicar of St. Agnes Church; Rev. Barbara Whittaker-Johns, minister of the First Parish Unitarian-Universalist Church; Rev. George Habel, new minister of the First Baptist Church; and Rev. Linda Privitera, new Rector of the Church of Our Saviour.

Town Meeting Members - As of December 31, 1997

PRECINCT 1	Term
Cleinman, Stuart P., 113 Sunnyside Ave	2000
Barry-Smith, Chris K., 37 Silk Street	1999
Cuddy, Martin W., 6 Patrick Street	1999
Prates, Lucilia, 59 Sunnyside Avenue	1999
Boltz, Barbara Ann, 29 Hilton Street	1998
Gera, Brian R., 11 Marrigan Street	1998
Hart, Susan Riley, 47 Gardner Street	1998
McCluskey, Lynne, 2 Memorial Way	1998
*Ainsworth, Franca A., 35 No. Union Street	1998

PRECINCT 2	Term
Caggiano, Michael A., 9 Putnam Road	2000
Cella, Steven , 99 Spy Pond Parkway	2000
Fiore, Peter J., 58 Mott Street	2000
Sarraga, Lawrence M., 99 Lake Street	2000
Carabello, Joseph P., Jr., 156 Lake Street	1999
Carey, William A., Jr., 155 Lake Street	1999
Fiore, Elsie C., 58 Mott Street	1999
McCabe, Mark W., 4 dorothy Road	1999
Casieri, Anthony C., 22 Margaret Street	1998
Cella, Augustine R, 99 Spy Pond Parkway	1998
Logan, William, 7 Mary Street	1998
Stankiewicz, Jacob J., Jr., 139 Lake Street	1998

PRECINCT 3	Term
Barrett, William Holt, 16 Cleveland Street	2000
Dratch, Robin M., 70 Teel Street	2000
Ferrante, John A., Jr., 38 Waldo Road	2000
Piandes, George, 39 Winter Street	2000
Griffin, Jean M., 42 Oxford Street	1999
Rojo, Mary L., 76 Henderson Street	1999
Simas, Charles, J., 42 Oxford Street	1999
Tosti, Allan, 38 Teel Street	1999
Bartash, Russell Jr., 21 Cottage Avenue	1998
Boschi, Osmano, 51 Winter Street	1998
Hayward, William F., 68 Cleveland Street	1998
Saint-Louis, Loretta, 64 Windsor Street	1998

PRECINCT 4	Term
Costa, Daniel, 96 Varnum Street	2000
Marshall, Laurie A., 74 Varnum Street	2000
O'Neill, Brian D., 49 Fairmont Street	2000
Wesoloski, Diana N., 20 Melrose Street	2000
Cook, Joseph Maruca, 13 Egerton Road	1999
Laite, George, 25 Lafayette Street	1999
Marshall, Joseph M., 74 Varnum Street	1999
Napoli, Dennis, N., 16 Melrose Street	1999
Comeau, Paul J., 34 Fairmont Street	1998
Scoppettuolo, Robert, 27 Magnolia St.	1998

PRECINCT 5	Term
Chinal, Helen E., 11 River Street	2000
Gumb, Larry, 150 Mystic Valley Pkwy	2000
MacKenzie, Kenneth W., 33 Bowdoin Street	2000
McCarthy, Patricia J. S., 90 Palmer Street	2000
Dodge, Mary M., 38 Beacon Street	1999
Egan, Patricia A.,132 Webster Street	1999
Temple, Kenneth S., 158 Palmer Street	1999
Wallo,Jodi B., 34 Dartmouth Street	1999
DuBois, Abigail, 83 Park Street	1998
Matheson, Susan L., 23 Amherst Street	1998
VanBurik, Denise A.., 62 Beacon Street`	1998
Watson, M. Wendy, 23 Amherst Street	1998

PRECINCT 6	Term
McGovern, Philip J., 230 Massachusetts Ave. #12	2000
Murray, Richard B., 38 Marion Road	2000
Nigro, Ronald A., 382 Massachusetts Ave. #704	2000
Walcott, Sarah, 80 Pleasant Street	2000
Rosselli, Emelio J., 14 Lake Street	1999
Sharpe, Alfred E., 5 Newcomb Street	1999
Tully, Joseph C., 15 Chandler Street	1999
Rock Tully, Susan, 15 Chandler Street	1999
Bento, Dennis, 12 Orvis Road	1998
Fischer, Andrew S., 25 Lombard Road	1998
Rossano-Collier, Mary Lou, 14 Wellington Street	1998
Schlichtman, Paul, 60 Pleasant St., #523	1998

PRECINCT 7	Term
Baron, Sheri A., 10 Raleigh Street	2000
Kearney, Rosita R., 100 Everett Street	2000
Villandry, Peter, 63 Tufts Street	2000
Judd, Lyman G., Jr., 79 Harlow Street	1999
Kennedy, William J., 18 Webster Street	1999
Smith, Walter R., 19 Tufts Street	1999
Tobin, Margaret E., 70 Harlow Street	1999
Connors, Joseph M., 78 Bates Road	1998
DeSantis, Michael, 19 Adams Street	1998
Sharpe, Theodore W., 51 Palmer Street	1998
Hughes, Kenneth W. , 20 Webster Street	1998
*White, Robert Manning,95 Everett Street #1	1998

PRECINCT 8	Term
Baldwin, Elizabeth L., 107 Jason Street	2000
FitzMaurice, John A., 17 Lakeview	2000
Leone, John D., 51 Irving Street	2000
Worden, Patricia B., 27 Jason Street	2000
Berkowitz, William R., 12 Pelham Terrace	1999
Bohn, Judith T., 38 Academy Street	1999
Foskett, Charles T., 101 Brantwood Road	1999
Jones, Bernice K., 21 Kensington Road	1999
Forgie, Carma D., 11 Stony Brook Road	1998
Gearin, John J., 44 Kensington Road	1998
Rowe, Clarissa, 54 Brantwood Road	1998
Worden, John L., III, 27 Jason Street	1998

PRECINCT 9	Term
Herlihy, Robert E., 51 Maynard Street	2000
Murphy, Edward W., Jr., 31 Sherborn Street	2000
Ortwein, Nanci L., 135 Medford Street	2000
Towle, Norman C., 22 Franklin Street	2000
Candelas, Alexandra, 4 Water Street	1999
Goldmuntz, Paul, 19 Mystic Lake Drive	1999
Hallee, Pauline Y., 47 Maynard Street	1999
Towle, William F., 22 Franklin Street	1999
Budne, Philip L., 35 Central Street	1998
Hallee, Jerome P., 47 Maynard Street	1998
Peters, Douglas J., 63 Maynard Street	1998
Peters, Natalie C., 63 Maynard Street	1998

PRECINCT 10	Term
Kenney, William J., Jr, 178 Newport Street	2000
Rawson, Thomas E., 18 Gloucester Street	2000
Tessitore, Frank w., 222 Highland Avenue	2000
Tiedeman, Nancy N., 46 Bailey Road	2000
Howard, Jane L., 12 Woodland Street	1999
Howard, Peter B., 12 Woodland Street	1999
Miller, Thomas H., 7 Bellevue Road	1999
Shea, William E., 9 Lincoln Street	1999
Beltran, Susan D., 21 Highland Avenue	1998
Hall, James O., 127 High Haith Road	1998
Higgins, Nancy G., 86 High Haith Road	1998
LaPlante, Richard L., 209 Jason Street	1998

PRECINCT 11	Term
Maytum, William J., 25 Ridge Street	2000
Oppedisano,Pasquale D.,102 Stowecroft Road	2000
O'Riordan, Steven H., 21 Oak Hill Drive	2000
Piandes, Agnes, 10 Parker Road	2000
Faulkner, Barry, 38 Kimball Road	1999
Greeley, Robert E., 38 Edgehill Road	1999
Piandes, Elizabeth, 10 Parker Road	1999
Sheehan, Daniel, J., 23 Victoria Road	1999
Chachich, Alan, 205 Mystic Street	1998
Franchi, Albert, 87 Beverly Road	1998
Maytum, Claire E., 25 Ridge Street	1998
Vaughan, Bobby, 46 Johnson Road	1998

PRECINCT 12	Term
Harrington, Jacqueline, 52 Kenilworth Rd.	2000
Leich, Judith Epstein, 53 Pine Ridge Road	2000
McInnes, Robert G., 7 Gray Circle	2000
Megson, Mary, 24 Coolidge Road	2000
Dumyahn, Tom, 8 Fountain Road	1999
Jefferson, Robert J., 27 Park Circle	1999
Porfido, Gregory A., 53 Hawthorne Avenue	1999
Wheltle, R. Bruce, 94 Coolidge Road	1999
Chaput, Roland E., 74 Grand View Road	1998
Sexton, Ralph W., 308 Park Avenue	1998
Thomas, Patricia J., 176 Mt. Vernon Street	1998
Thrope, Martin, 348 Gray Street	1998

PRECINCT 13	Term
Doherty, James F., 11 Moccasin Path	2000
Hurd, Joan E., 267 Ridge Street	2000
Gibbons, Christopher, 62 Tomahawk Road	2000
Krepelka, Marie A., 12 Mohawk Road	2000
Deyst, John J., Jr., 26 Upland Road West	1999
Deyst, Mary A., 26 Upland Road West	1999
Gilligan, Nancy M., 77 Falmouth Road	1999
Gilligan, Stephen J., 77 Falmouth Road	1999
Boujoulian, Paul, 22 Old Colony Road	1998
Falwell, Thomas W., 25 Falmouth Road	1998
McCarthy, Philip J., 156 Crosby Street	1998
Peters, Louise J., 61 Hodge Road	1998

PRECINCT 14	Term
Balyozian, Charles J., 19 Scituate Street	2000
Grabauskas, Daniel, 1184 Massachusetts Ave.	2000
Hooper, Gwenyth R., 1 School Street #102	2000
Mahon, Diane M., 23 Howard Street	2000
Balyozian, Cynthia E., 19 Scituate Street	1999
Canaday, John T., 48 Menotomy Road	1999
Macaulay, Robert, 55 Mt. Vernon Street	1999
Wolf, Paul S., 47 Menotomy Road	1999
Alterio, Peter F., 40 Walnut Street	1998
DeMille, Evelyn Smith, 31 Coleman Road	1998
Parker, Sarah A., 48 Walnut Street	1998

PRECINCT 15	Term
Chamallas, Charles H., 41 Candia Street	2000
Damon, Richard, 35 Stone Road	2000
Doherty, Paul M., 26 Oak Hill Drive	2000
Starr, Edward, 7 Twin Circle Drive	2000
Martin, Joan M., 124 Winchester Road	1999
McKenney, James H., 59 Epping Street	1999
Winkler, Howard B., 10 Sleepy Hollow Lane	1999
Turner, Nathan S., 68 Dickson Avenue	1999
Barinelli, Joseph T., 124 Winchester Road	1998
Fanning, Richard C., 57 Yerxa Road	1998
Lavalle, Brian, 42 Oak Hill Drive	1998
Mara, Nancy A., 63 Epping Street	1998

PRECINCT 16	Term
Bennett, Coburn, 141 Hillside Avenue	2000
Brent, Susan Anne, 100 Appleton Street	2000
Phelps, Richard S., 77 Oakland Avenue	2000
Reedy, Allen W., 153 Renfrew Street	2000
Curren, David B., 251 Wachusett Avenue	1999
Garrity, Robert K., 275 Park Avenue	1999
Harney, Paul J., 46 Hillside Avenue	1999
Phelps, Erin, 45 Dow Avenue	1999
Connor, Brian J., 333 Park Avenue	1998
Convery, James, 6 Dow Avenue	1998
O'Neill, Daniel M., 287 Appleton Street	1998
Phelps, Judith Ann, 77 Oakland Avenue	1998

PRECINCT 17	Term
LeRoyer, Ann, 12 Peirce Street	2000
Milligan, Clifford L., 1 Watermill Place #1	2000
Olszewski, Angela, 1 Watermill Place #428	2000
Banks, Joan L., 65 Brattle Street	1999
Daly, Joseph S., 11 Old Colony Lane	1999
Leonard, John R., 1 Viking Court	1999
Sennott, Frederick J., Jr., 10 Brattle Street	1999
Burke, William K., 2 Old Colony Lane #3	1998
Leigh, Robert E., 77 Forest Street	1998
Liang, Mabel, 77 Forest Street	1998
Mazmanian, Zavan, 1077 Mass. Ave. #2	1998

PRECINCT 18	Term
Andrew, Stephen J., 16 Wadsworth Road	2000
Hadley, David E., 202 Sylvia Street	2000
Parsons, Carolyn Marie, 23 Brewster Road	2000
White, Brian Terence, 21 Piedmont Street	2000
Barber, Harry, 12 Shelley Road	1999
Campbell, Edward, 77 Hathaway Circle	1999
Greeley, Kevin F, 36 Hathaway Circle	1999
Ronan, Mary I., 1 Brewster Road	1999
Ford, William J., 6 Mayflower Road	1998
Morse, Robert E., Jr., 73 Avola Street	1998
Novello, James W., 6 Campbell Road	1998
Vann, John H., 210 Florence Avenue	1998

PRECINCT 19	Term
Carreiro, Richard L., 211 Forest Street	2000
Deshler, Christine P., 65 Huntington Road	2000
Doherty, Leo F., Jr., 8 Gay Street	2000
Warren, Christopher G., 91 Thesda Street	2000
Barnaby, Roger, 16 Aerial Street	1999
Deal, Patricia M., 9 Ronald Road	1999
Olsen, Linda K., 89 Wright Street	1999
Phelps, Matthew W., 34 Reed Street	1999
French, Jean E., 55 Overlook Road	1998
Kurth, Bruce E., 615 Summer Street	1998
Ryan, Bernard C., 42 Hancock Street	1998
Sweeney, Brian, 35 Edmund Road	1998

PRECINCT 20	Term
Kohl, John T., 8 Lorne Road	2000
Marks, Anne P., 36 Tanager Street	2000
Robertson, Raymond T., 41 Wilbur Avenue	2000
Tosi, Robert L., 14 Inverness Road	2000
Coffey, Robert J., 35 Dundee Road	1999
Duncan, Samuel H., 37 Wollaston Avenue	1999
Mann, Nora J., 45 Wollaston Avenue	1999
Tosi, Robert L., Jr., 14 Inverness Road	1999
Greene, Harold C., 23 Lanark Road	1998
Stone, Keith W., 52 Aberdeen Road	1998
Streitfeld, Mark, 22 Peck Avenue	1998
Tennis, Richard L., 10 Peck Avenue	1998
*Kydd, Brian B., 33 Aberdeen Road	1998

PRECINCT 21	Term
Angotti, Michael J., 76 Westmoreland Avenue	2000
Carrigan, Owen R., 85 Sunset Road	2000
McCabe, Harry P., 92 Madison Avenue	2000
Scott, Martha I., 90 Alpine Street	2000
Lijek, Suzanne W., 96 Westmoreland Avenue	1999
McGough, James P., 11 West Court Terrace	1999
Phillips, Walter C., 2 Crescent Hill Avenue	1996
Sternbergh, Lynn, 19 Westmoreland Avenue	1996
Abbott, Freeland K., 104 Madison Avenue	1998
Elwell, R.E., 21 Montague Street	1998
Mahoney, John, 35 Newland Road	1998
Seeger, Margaret C., 78 Madison Avenue	1998

*Denotes that member was appointed to fill a vacancy.

LEGISLATIVE

TOWN MEETING REPORTS

ANNUAL TOWN MEETING

APRIL 28 – JUNE 18, 1997

Note: The following reports of actions taken on Articles contained in the Warrant for the Annual Town Meeting are condensed from the official Records and indicate actions which bind the Town. For information relating to precise wording of each Article, including method of raising money Appropriated, the reader is referred to the official Records in the Office of the Town Clerk.

TOWN MEETING

SESSION	DATE	MEMBERS	PRESENT
1	04/28/97	245	206(84%)
2	04/30/97	245	197(80%)
3	05/05/97	244	196(80%)
4	05/07/97	244	188(77%)
5	05/12/97	245	190(78%)
6	05/14/97	245	178(73%)
7	05/19/97	246	192(78%)
8	05/21/97	246	186(76%)
9	05/28/97	245	186(76%)
10	06/02/97	245	169(69%)
11	06/04/97	245	171(70%)
12	06/09/97	244	176(72%)
13	06/11/97	244	172(70%)
14	06/16/97	244	179(73%)
*15	06/18/97	244	161(66%)

*DISSOLVED (Average attendance was 74.8%)

ARTICLE 1

ANNUAL TOWN ELECTION.

APRIL 28, 1997 (Reported elsewhere in Town Report under "Voting Results")

ARTICLE 2

REPORT OF COMMITTEES
VOTED: (RECEIVED): April 28, 1997.

ARTICLE 3

APPOINTMENT OF MEASURERS OF WOOD AND BARK

VOTED: (Unanimously) (Quorum present): April 28, 1997.

ARTICLE 4

ZONING BYLAW/ MAJOR BUSINESS DISTRICT
VOTED: (Standing vote, 139 in the affirmative and 23 in the negative)(Quorum present): April 28, 1997.

ARTICLE 5

ZONING BYLAW/ 1423 MASSACHUSETTS AVENUE
VOTED: (Standing vote, 142 in the affirmative and 14 in the negative)(Quorum present): April 28, 1997.

ARTICLE 6

ZONING BYLAW/ 905 MASSACHUSETTS AVENUE (STOP & SHOP)
VOTED: (Standing vote, 146 in the affirmative and 8 in the negative) (Quorum present): April 28, 1997.

ARTICLE 7

ZONING BYLAW/808 MASSACHUSETTS AVENUE (FOODMASTER)
VOTED: (Unanimously) (Quorum present - more than eighty-five (85) Town Meeting Members present and voting): April 28, 1997.

ARTICLE 8

ZONING BYLAW/24 & 30 MILL STREET (BRIGHAM'S)
VOTED: (Standing vote, 150 in the affirmative and 6 in the negative) (Quorum present): April 28, 1997.

ARTICLE 9

ZONING BYLAW/90 SUMMER STREET (O'DONOGHUE INSURANCE)
VOTED: (Standing vote, 145 in the affirmative and 7 in the negative)(Quorum present): April 28, 1997.

ARTICLE 10

ZONING BYLAW/324 MASSACHUSETTS AVENUE (WALGREENS)
VOTED: (Standing vote, 140 in the affirmative and 10 in the negative)(Quorum present): April 28, 1997.

ARTICLE 11

ZONING BYLAW/23 BROADWAY (GENERAL SCANNING)
VOTED: (Standing vote, 138 in the affirmative and 11 in the negative) (Quorum present): April 28, 1997.

ARTICLE 12

ZONING BYLAW/23 SUNAPEE ROAD (ALEWIFE VOLVO)
VOTED: (Standing vote, 138 in the affirmative and 14 in the negative) (Quorum present): April 28, 1997.

ARTICLE 13

ZONING BYLAW/918-922 MASSACHUSETTS AVENUE (HIGHLAND AVENUE @ MASSACHUSETTS AVENUE)
VOTED: (Standing vote, 140 in the affirmative and 6 in the negative)(Quorum present): April 28, 1997.

ARTICLE 14

ZONING BYLAW/906-916 MASSACHUSETTS AVENUE (HIGHLAND AVENUE @ MASSACHUSETTS AVENUE)
VOTED: (Standing vote, 140 in the affirmative and 4 in the negative) (Quorum present): April 28, 1997.

ARTICLE 15

ZONING BYLAW/245 MASSACHUSETTS AVENUE (MASS CONVENIENCE)
VOTED: (Standing vote, 139 in the affirmative and 7 in the negative) (Quorum present): April 28, 1997.

ARTICLE 16

ZONING BYLAW/745 MASSACHUSETTS AVENUE (TIME OLDSMOBILE)
VOTED: (Declared lost on a voice vote): April 30, 1997

ARTICLE 17

ZONING BYLAW/ADULT USES
VOTED: (Unanimously) (Quorum present - more than eighty-five (85) Town Meeting Members present and voting): May 5, 1997.

ARTICLE 18

ZONING BYLAW/GROSS FLOOR AREA
VOTED: (No Action): May 5, 1997.

ARTICLE 19

ZONING BYLAW/HOTEL/MOTEL
VOTED: (Standing vote, 142 in the affirmative and 21 in the negative)(Quorum present): May 5, 1997.

ARTICLE 20

ZONING BYLAW/LOT LINE, FRONT
VOTED: (Unanimously – No Action): May 5, 1997

ARTICLE 21

ZONING BYLAW/WALL SIGN
VOTED: (Declared lost on a voice vote): May 19, 1997.

ARTICLE 22

ZONING BYLAW/SETBACKS ADJOINING OPEN SPACE
VOTED: (Standing vote, 139 in the affirmative and 4 in the negative) (Quorum present): May 5, 1997.

ARTICLE 23

ZONING BYLAW/RESIDENTIAL ADDITIONS
VOTED: (Standing vote, 128 in the affirmative and 35 in the negative)(Quorum present): May 19, 1997.

ARTICLE 24

ZONING BYLAW/PROJECTIONS INTO MINIMUM YARDS
VOTED: (Standing vote, 158 in the affirmative and 2 in the negative) (Quorum present): May 12, 1997.

ARTICLE 25

ZONING BYLAW/CONSTRUCTION SIGNS
VOTED: (Standing vote, 153 in the affirmative and 2 in the negative) (Quorum present): May 12, 1997.

ARTICLE 26

ZONING BYLAW/TEMPORARY SIGNS
VOTED: (Standing vote, 151 in the affirmative and 5 in the negative) (Quorum present): May 12, 1997.

ARTICLE 27

ZONING BYLAW/WINDOW SIGNS
VOTED: (Unanimously – No Action): May 12, 1997.

ARTICLE 28

ZONING BYLAW/PROHIBITED SIGNS
VOTED:(Unanimously) (Quorum present - more than eighty-five (85) Town Meeting Members present and voting): May 12, 1997.

ARTICLE 29

ZONING BYLAW/SIGNS IN B1, R6, AND R7 DISTRICTS
VOTED: (Unanimously) (Quorum present - more than eighty-five (85) Town Meeting Members present and voting): May 12, 1997.

LEGISLATIVE

ARTICLE 30

ZONING BYLAW/ALTERATION OF NONCONFORMING STRUCTURES
VOTED: (Unanimously) (Quorum present - more than eighty-five (85) Town Meeting Members present and voting): May 12, 1997.

ARTICLE 31

ZONING BYLAW/RESTORATION
VOTED: (Standing vote, 158 in the affirmative and 2 in the negative) (Quorum present): May 12, 1997

ARTICLE 32

ZONING BYLAW/UNSAFE STRUCTURE
VOTED:(Unanimously) (Quorum present - more than eighty-five (85) Town Meeting Members present and voting): May 12, 1997.

ARTICLE 33

ZONING BYLAW/PERMIT AND CERTIFICATE FEES
VOTED: :(Unanimously) (Quorum present - more than eighty-five (85) Town Meeting Members present and voting): May 12, 1997.

ARTICLE 34

ZONING BYLAW/8 WELLINGTON STREET
VOTED: (No Action): May 14, 1997.

ARTICLE 35

ZONING BYLAW/1146 MASSACHUSETTS AVENUE
VOTED: (Unanimously – No Action): May 12, 1997.

ARTICLE 36

ACCEPTANCE LEGISLATION/CREDITABLE RETIREMENT SERVICE
VOTED: (Voice Vote) (Quorum Present): June 11, 1997.

ARTICLE 37

ACCEPTANCE LEGISLATION/MILITARY SERVICE
VOTED: (Unanimously – No Action): June 11, 1997.

ARTICLE 38

ACCEPTANCE LEGISLATION/RETIREE HEALTH INSURANCE PREMIUMS
VOTED: (Unanimously) (Quorum Present): May 12, 1997.

ARTICLE 39

ACCEPTANCE LEGISLATION/RETIREMENT BOARD
VOTED: (Standing vote, 69 in the affirmative and 46 in the negative) (Quorum present): June 11, 1997.

ARTICLE 40

ACCEPTANCE LEGISLATION/INTEREST FOR UNPAID CHARGES
VOTED: (Quorum Present): May 12, 1997.

ARTICLE 41

REQUEST FOR LEGISLATION/POST EMPLOYMENT HEALTH INSURANCE TRUST
VOTED: (No Action): May 12, 1997

ARTICLE 42

EARLY RETIREMENT
VOTED: (Unanimously – No Action): May 12, 1997.

ARTICLE 43

EDUCATION REFORM
VOTED: (Unanimously – No Action): May 12, 1997.

ARTICLE 44

SPECIAL EDUCATION
VOTED: (Unanimously – No Action): May 12, 1997.

ARTICLE 45

BYLAW RECODIFICATION/ADJUSTMENTS
VOTED: (Quorum Present): May 12, 1997.

ARTICLE 46

BYLAW AMENDMENT/HISTORIC DISTRICT COMMISSIONS
VOTED: (Standing vote, 110 in the affirmative and 3 in the negative) (Quorum present): May 12, 1997.

ARTICLE 47

BYLAW AMENDMENT/BOARD OF HEALTH REGULATIONS NON-CRIMINAL DISPOSITIONS
VOTED: (Quorum Present): May 14, 1997.

ARTICLE 48

BYLAW AMENDMENT/REVOCATION OF BOARD OF HEALTH LICENSES
VOTED: (Quorum Present): May 14, 1997.

ARTICLE 49

BYLAW AMENDMENT/PARKING ON PUBLIC WAYS
VOTED: (Quorum Present): May 14, 1997.

ARTICLE 50

BYLAW AMENDMENT/INTERNET PUBLICATION OF WARRANTS AND OTHER INFORMATION
VOTED: (Quorum Present): May 19, 1997.

ARTICLE 51

BYLAW AMENDMENT/NOTIFICATION OF ABUTTERS
VOTED: (No Action): May 19, 1997.

ARTICLE 52

BYLAW AMENDMENT/PUBLIC REVIEW PROCESS
VOTED: (No Action): May 19, 1997.

ARTICLE 53

BYLAW AMENDMENT/CONTRACT LANGUAGE
VOTED: (Standing vote, 143 in the affirmative and 23 in the negative)(Quorum present): May 9, 1997.

ARTICLE 54

BYLAW AMENDMENT/STATE OF THE TOWN REPORT
VOTED: (Defeated) (Standing vote – 59 in the affirmative and 83 in the negative): May 19, 1997.

ARTICLE 55

BYLAW AMENDMENT/HUMAN RIGHTS COMMISSION
VOTED: (Unanimously – No Action): May 14, 1997.

ARTICLE 56

BYLAW AMENDMENT/WATER DISCHARGE ON STREETS
VOTED: (Standing vote, 78 in the affirmative and 63 in the negative) (Quorum present): May 19, 1997.

ARTICLE 57

BYLAW AMENDMENT/REPAIRS TO PRIVATE WAYS
VOTED: (Unanimously – No Action): May 19, 1997.

ARTICLE 58

BYLAW AMENDMENT/ARLINGTON CITIZENS' SCHOLARSHIP FOUNDATION (ACSF)
VOTED: (Quorum present): May 19, 1997.

ARTICLE 59

SENIOR CITIZEN COMMUNITY SERVICE

REIMBURSEMENT

VOTED: (Unanimously) (Quorum present): May 21, 1997.

ARTICLE 60

PERMISSION TO BURY HUMAN ASHES/UNITARIAN UNIVERSALIST CHURCH
VOTED: (Quorum present): May 21, 1997.

ARTICLE 61

VOTE AMENDMENT/REEDS BROOK
VOTED: (Unanimously – No Action): May 21, 1997.

ARTICLE 62

STREET ACCEPTANCE/SUMMER STREET
VOTED: (Unanimously – No Action): May 21, 1997.

ARTICLE 63

STUDENT POPULATION ASSSESSMENT
VOTED: (No Action): May 21, 1997.

ARTICLE 64

APPOINTMENT OF COMMITTEE/THE MILLENNIUM CELEBRATION
VOTED: (Quorum Present): May 21, 1997.

ARTICLE 65

LEASE OF TOWN LAND/TELECOMMUNICATIONS FACILITIES
VOTED: (No Action): May 21, 1997.

ARTICLE 66

OVERNIGHT PARKING
VOTED: (No Action): May 21, 1997.

ARTICLE 67

NESWC AGREEMENT
VOTED: (Majority voice vote) (Quorum present): May 28, 1997.

ARTICLE 68

NESWC AGREEMENT
VOTED: (Unanimously – No Action): May 28, 1997.

ARTICLE 69

ENDORSEMENT OF CDBG APPLICATION
VOTED: (Quorum Present): June 16, 1997.

ARTICLE 70

AUTHORITY TO FILE FOR GRANTS
VOTED: (Unanimously) (Quorum Present): June 4, 1997.

ARTICLE 71

MINUTEMAN VOCATIONAL BUDGET
VOTED: (No Action): May 7, 1997.

ARTICLE 72

TRANSFER OF FUNDS/CONSERVATION COMMISSION
VOTED: (Unanimously) (Quorum Present): June 4, 1997.

LEGISLATIVE

ARTICLE 73

TRANSFER OF FUNDS/CEMETERY
VOTED: (Unanimously) (Quorum Present): June 4, 1997.

ARTICLE 74

REVOLVING FUND/PRIVATE WAY REPAIR
VOTED: (Quorum Present): June 4, 1997.

ARTICLE 75

REVOLVING FUND/PUBLIC WAY REPAIR
VOTED: (Unanimously) (Quorum Present): June 4, 1997.

ARTICLE 76

REVOLVING FUND/FOX LIBRARY
VOTED: (Quorum Present): June 4, 1997.

ARTICLE 77

REVOLVING FUND/ROBBINS HOUSE
VOTED: (Quorum Present): June 4, 1997.

ARTICLE 78

REVOLVING FUND/CONSERVATION COMMISSION
VOTED: (Quorum Present): June 4, 1997.

ARTICLE 79

POSITIONS RECLASSIFICATION
VOTED: (Unanimously) (Quorum Present): June 4, 1997.

ARTICLE 80

COLLECTIVE BARGAINING/LOCAL 680
VOTED: (Quorum Present): June 16, 1997.

ARTICLE 81

COLLECTIVE BARGAINING/NAGE
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 82

COLLECTIVE BARGAINING/LIBRARY PROFESSIONALS
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 83

COLLECTIVE BARGAINING/LOCAL 1297 FIREFIGHTERS
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 84

COLLECTIVE BARGAINING/PATROLMEN
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 85

COLLECTIVE BARGAINING/POLICE RANKING OFFICERS
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 86

M SCHEDULE AND NONUNION EMPLOYEES
VOTED: (Quorum Present): June 16, 1997.

ARTICLE 87

SALARY ADJUSTMENT/ELECTED OFFICIALS
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 88

FUNDING FUTURE COLLECTIVE BARGAINING
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 89

APPROPRIATION/NESWC
VOTED: (Standing vote, 153 in the affirmative and 1 in the negative)(Quorum Present): June 11, 1997.

ARTICLE 90

APPROPRIATION/TOWN BUDGETS
VOTED: (Unanimously) (Quorum Present) SEE SEPARATE BUDGET SECTION IN THIS ANNUAL Report: June 11, 1997

ARTICLE 91

CAPITAL PROJECTS AND DEBT APPROPRIATIONS
VOTED: (Unanimously) Quorum present - more than eighty-five (85) Town Meeting Members present and voting): June 4, 1997.

ARTICLE 92

APPROPRIATION/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
VOTED: (Quorum Present): May 7, 1997.

ARTICLE 93

APPROPRIATION/COMMITTEES AND COMMISSIONS
VOTED: (Quorum Present): June 4, 1997.

ARTICLE 94

APPROPRIATION/ELEMENTARY SCHOOLS
VOTED: (Standing vote, 104 in the affirmative and 2 in the negative) (Quorum Present): June 18, 1997.

ARTICLE 95

APPROPRIATION/ TOWN CELEBRATIONS, ETC.
VOTED: (Unanimously) (Quorum Present): June 4, 1997.

ARTICLE 96

APPROPRIATION/MISCELLANEOUS
VOTED: (Quorum Present): June 4, 1997.

ARTICLE 97

APPROPRIATION/CENTRAL STREET EASEMENT
VOTED: (No Action): May 19, 1997.

ARTICLE 98

APPROPRIATION/HAZARDOUS WASTE

VOTED: (Unanimously) (Quorum Present): June 4, 1997.

ARTICLE 99

APPROPRIATION/TOWN-WIDE TRAFFIC STUDY
VOTED: (Defeated – standing vote – 82 in the affirmative and 37 in the negative) (Quorum Present): June 9, 1997.

ARTICLE 100

APPROPRIATION/CROSSWALKS
VOTED: (Unanimously – No Action): June 14, 1997.

ARTICLE 101

APPROPRIATION/TRAFFIC SIGNALS
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 102

RETIREMENT ALLOWANCE/PETER STANLEY
VOTED: (Unanimously – No Action): June 16, 1997

ARTICLE 103

APPROPRIATION/MINUTEMAN HOME CARE CORPORATION
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 104

APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF SEWERS AND SEWERAGE FACILITIES
VOTED: (Unanimously) (Quorum present - more than eighty-five (85) Town Meeting Members present and voting): June 16, 1997

ARTICLE 105

APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION WATER MAINS AND WATER FACILITIES
VOTED: Unanimously) (Quorum present - more than eighty-five (85) Town Meeting Members present and voting): June 16, 1997

ARTICLE 106

APPROPRIATION/THESDA STREET SEWER CONSTRUCTION
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 107

APPROPRIATION/REIMBURSEMENT OF POLICE ACADEMY TRAINING
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 108

APPROPRIATION/REMEDIATION COSTS
VOTED: (Unanimously – No Action): June 14, 1997.

ARTICLE 109

APPROPRIATION/PENSION ADJUSTMENT FOR RETIREES
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 110

APPROPRIATION/OVERLAY RESERVE
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 111

APPROPRIATION/STABILIZATION FUND
VOTED: (Unanimously) (Quorum Present): June 16, 1997.

ARTICLE 112

USE OF FREE CASH
VOTED: (UNANIMOUSLY) (QUORUM PRESENT): June 16, 1997.

RESOLUTION RE: DEATH OF CHARLES D. KEEFE, SR.
ADOPTED: (Unanimously): April 28, 1997.

RESOLUTION RE: CLOSING OF ARLINGTON FOOD CO-OP.
ADOPTED: (Unanimously): May 21, 1997.

RESOLUTION RE: PERFORMANCE OF FIREFIGHTERS DURING RAIN STORM OF OCTOBER 20, 1997.
ADOPTED: May 28, 1997.

RESOLUTION RE: DEBT EXCLUSION QUESTION.
ADOPTED: May 28, 1997.

RESOLUTION RE: REID WILLIAM BARTON – WINNER OF 1997 MATHCOUNTS NATIONAL COMPETITION.
ADOPTED: (Unanimously): June 4, 1997.

RESOLUTION RE: RESIGNATION OF PUBLIC WORKS DIRECTOR, JOSEPH LOYACANO.
ADOPTED: (Voice Vote): June 18, 1997.

SPECIAL TOWN MEETING

APRIL 30 – MAY 5, 1997

SESSION	DATE	TOTAL	MEMBERS PRESENT
1	04/30/97	245	197(80%)
*2	05/05/97	244	196(80%)

*DISSOLVED (Average attendance was 80%).

ARTICLE 2.
REPORTS OF COMMITTEES.
VOTED: Received: April 30, 1997

ARTICLE 3.
APPROPRIATION/OTTOSON SCHOOL.
VOTED: (Standing vote, 158 in the affirmative and 24 in the negative) (Quorum present): May 5, 1997

ARTICLE 4.
APPROPRIATION/ELEMENTARY SCHOOLS.
VOTED: No Action: May 5, 1997

SPECIAL TOWN MEETING

MAY 7 – JUNE 18, 1997

SESSION	DATE	TOTAL	MEMBERS PRESENT
1	05/07/97	244	188(77%)
2	05/28/97	245	186(76%)
3	06/02/97	245	168(69%)
4	06/04/97	245	171(70%)
5	06/16/97	244	179(73%)
*6	06/18/97	244	161(66%)

*DISSOLVED (Average attendance was 71.83%)

ARTICLE 2.
REPORT OF COMMITTEES
VOTED: Received: May 7, 1997.

ARTICLE 3.
LAND ACQUISITION/36 WRIGHT STREET
VOTED: (Unanimously – quorum present – more than eighty-five (85) Town Meeting Members present and voting): June 2, 1997.

ARTICLE 4.
LAND ACQUISITION/REED STREET
VOTED: (Unanimously – quorum present – more than eighty-five (85) Town Meeting Members present and voting): June 2, 1997.

ARTICLE 5.
URBAN RENEWAL PLAN/REEDS BROOK
VOTED: (Unanimously) (Quorum Present): June 2, 1997.

ARTICLE 6.
APPROPRIATION/REEDS BROOK
VOTED: (Unanimously – quorum present – more than eighty-five (85) Town Meeting Members present and voting): June 2, 1997.

ARTICLE 7.
COOPERATION AGREEMENT/REEDS BROOK
VOTED: (Unanimously – No Action): June 2, 1997.

ARTICLE 8.
VOTE AMENDMENT/REEDS BROOK
VOTED: (No Action): June 2, 1997.

ARTICLE 9.
CABLE TV STUDIO
VOTED: (Unanimously – quorum present – more than eighty-five (85) Town Meeting Members present and voting): June 18, 1997.

ARTICLE 10.
LEASE OF TOWN LAND/TELECOMMUNICATION FACILITIES
VOTED: (Standing vote – 108 in the affirmative and 5 in the negative) (Quorum present): June 18, 1997.

ARTICLE 11.
CELLULAR ANTENNA
VOTED: (Standing vote – 104 in the affirmative and 14 in the negative) (Quorum present): June 18, 1997.

ARTICLE 12.
REQUEST FOR LEGISLATION/POST EMPLOYMENT HEALTH INSURANCE TRUST FUND
VOTED: (Standing vote – 125 in the affirmative and 1 in the negative) (Quorum present): June 2, 1997.

ARTICLE 13.
APPOINTMENT OF COMMITTEE/SYMMES HOSPITAL
VOTED: (Quorum Present): June 18, 1997.

ARTICLE 14.
VOTE AMENDMENT/SYMMES HOSPITAL
VOTED: (Unanimously – No Action): June 4, 1997.

ARTICLE 15.
MINUTEMAN VOCATIONAL BUDGET
VOTED: (No Action): June 18, 1997.

ARTICLE 16.
APPROPRIATION/OPEN VIDEO SYSTEM
VOTED: (Quorum Present): June 4, 1997.

ARTICLE 17.
APPROPRIATION/TOWN HALL RENOVATIONS
VOTED: (Unanimously – No Action): June 4, 1997

ARTICLE 18.
APPROPRIATION/RESERVE FUND
VOTED: (Unanimously – No Action): June 4, 1997.

TOWN CLERK AND ELECTIONS

TOWN CLERK

The following annual report of the Town Clerk for the year ending December 31, 1997 is herewith submitted in accordance with Section 3 of Article 3, Title I of the Town By-Laws.

During 1997, the Annual Election of town offices, the Annual and Special Town Meetings and a Special Town Election (Debt Exclusion) were prepared for and conducted by the Town Clerk's Office. Petitions were submitted for a recount of the Special Town Election and the Registrars of Voters conducted such recount. This year the Town again used the votomatic punchcard system in the various precincts for the elections. After the close of the polls, the punchcards were transported to the Town Clerk's Office for tabulation by machine.

On October 8, 1997, the Secretary of the Commonwealth revoked his approval of the Votomatic Punchcard System effective September 1998. This office hopes that the latest technology in voting machines – the Accu-Vote—will be in operation for elections by that time. This machine was a paper ballot that is marked by a special pencil and inserted by the voter in a computerized machine that tallies the ballots as they are received. When the polls close, the precinct totals are printed immediately at the precinct and transferred to the counting center on a memory card. At the counting center, the precinct totals are accumulated, and – in minutes – the complete town results are printed.

Town Meeting Members, whose terms were to expire at the Annual Town Election, were notified of that fact and of the provision of law, which allowed them to become candidates for re-election by giving written notice thereof to the Town Clerk. Nomination papers were issued to candidates for town offices including Town Meeting Members. After being certified by the Registrars of Voters, nomination papers were filed with the Town Clerk. A meeting was held by the Registrars of Voters, as required by law, to draw names for position on the official ballot for the Annual Town Election.

Candidates for town offices, except Town Meeting Members, were notified of the requirements of the law regarding the filing of campaign receipts and expenditures with the Town Clerk's Office at certain required times. Incumbents and candidates for election during the previous year, who had campaign finance activity, a balance and/or liability were also notified of the requirements of filing annual reports.

Upon application, absentee ballots were issued for the Annual Town Election and the Special Town Election. Applications for absentee ballots were sent, at least twenty-eight days prior to the elections, to all persons who had filed physicians' certificates of permanent physical disability, as required by law. Many residents took advantage of the provision of law which allowed them to vote in person in the Town Clerk's Office prior to the elections, if they were to be out of town or otherwise unavailable to vote in person at the polls on the day of the election.

The Annual Town Meeting began on April 28, 1997 and continued for fifteen sessions dissolving on June 18, 1997. A total of one hundred twelve warrant articles and six resolutions were acted upon. (The first article of the Annual Town Meeting is the Annual Town Election). A Special Town Meeting was called for April 30, 1997 and continued for a total of two sessions dissolving on May 5, 1997. Three articles were acted upon at this Special Town Meeting. Another Special Town Meeting was called for October 27, 1997. One session was held and five articles were acted upon. Meetings were held prior to the Annual and Special Town Meetings to fill vacancies in the town meeting membership (caused by resignation, removal from town, or death) until the next Annual Town Election.

Certificates of all appropriations voted at all town meetings and the provisions for meeting them were sent to the Board of Assessors and the Comptroller, as required by law. Certified copies of all votes authorizing indebtedness were sent to the Director of Accounts. The Secretary of the Commonwealth was notified of the acceptance by the Town Meeting of any provisions of the General Laws. In addition, certified copies of all votes passed at all town meetings were sent to the departments affected.

All the amendments to the Town By-Laws and Zoning By-Laws as voted at the Annual and both Special Town Meetings were submitted to the Attorney General and were approved within the statutory period provided. They were then advertised for two successive weeks in the local newspaper, as required by law, following which they became effective.

Summaries of the Annual and Special Town Meetings appear elsewhere in this Annual Report. A complete record of the actions taken is contained in the Records of elections and Town Meetings in the Town Clerk's Office.

Births, deaths and marriages were recorded and copies forwarded to the Secretary of the Commonwealth monthly. Certified copies of these vital statistics and all other documents recorded in the Town Clerk's Office were made available upon request.

A total of 915 dogs were licensed and 836 sporting (conservation) licenses issued. In addition, certain licenses granted by the Board of Selectmen were issued. Raffle and bazaar permits and gasoline permit renewals were issued, financing statements, utility pole locations, cemetery deeds, and business certificates were recorded. Decisions of the Zoning Board of Appeals, decisions on requests for Special Permits from the Redevelopment Board, and Amendments to the Traffic Rules and Orders were also placed on file in this office.

The Department of Revenue was notified of all licenses and permits issued and business certificates filed. Street permits, drainlayer, blasting, and other surety bonds covering contractors were also placed on file in this

office. Oaths of office were administered to all elected or appointed town officials and each was given copies of excerpts from the Open Meeting Law and the Conflict of Interest Law. Notices of meetings of all boards, committees or commissions were publicly posted upon receipt, as required by the Open Meeting Law. Town officials and departments were notified of all Legislative Acts affecting them.

Fines were collected for citations issued under Section 21D of Chapter 40, General Laws, for violations of the Town By-Laws. Citations for persons who did not pay the penalties within the required time (21 days) were referred to the Clerk of the District Court of Middlesex for further action.

The total amount collected during the year and deposited with the Town Treasurer was $61,530.20 a decrease of $1,605.47 from the previous year. Included in the total was $11,372.00 for 836 Conservation Licenses and $6,908.00 for 915 dog licenses.

My sincere appreciation is extended to Stephanie Lucarelli, Florence McGee, Shirley Ramos, and Natalie Ciarcia of the Town Clerk's Office for their continuing commitment to excellence in the performance of their duties.

The breakdown of fees collected is as follows:

Marriage Intentions	$4,053.00
Filing Fees	3,205.00
Miscellaneous Certificates	31,405.20
Pole Locations/Misc. Zoning	720.00
Renewal of Gasoline Permits	1,402.00
Miscellaneous, Books & Violations.	1,595.00
Duplicate Dog Tags	10.00
Miscellaneous Licenses	860.00
Dog Licenses	6,908.00
Conservation Licenses	11,372.00
TOTAL	$ 61,530.20

Fees to County Treasurer	$4,628.00
Fees to Division of Fisheries & Wildlife	$10,870.00

Your attention is directed to the following vital statistics of the Town that are recorded at this time. It should be noted, however, that the summaries of births and deaths are incomplete, inasmuch as records thereof pertaining to Arlington residents are still being received by our office from the cities and towns where these events occurred.

VITAL STATISTICS

Births	527
Deaths	527
Marriages	269

REGISTRARS OF VOTERS

As mandated by law, a combined Annual Town and School Census was conducted during the months of January and February 1997. The census was conducted entirely by mail, with computer preprinted forms sent to each household in Arlington requesting that information contained therein be confirmed or corrected. The census forms contained the names of all persons residing in Arlington. Once returned to the Registrars' Office, all census and voter information was entered and continually updated in the Town's computer base by the staff of the Registrars' Office. Accordingly, the Jury Commissioner from the data collected compiled a juror list.

A list of persons from birth to twenty-one years of age was transmitted to the School Committee. The Annual True List of Persons, seventeen years of age and over, was published as required by law. In accordance with the True List information that had been presented, 1798 notices were sent by first-class mail, as required by law, to persons whose names were to be removed from the voting list because they had not been reported as residing in Arlington on January 1, 1997. Those who proved residence were reinstated. The total number of registered voters upon completion of the revision of the voting list was 26,484, including 13,652 enrolled Democrats, 3,042 enrolled Republicans, and 9,698 unenrolled voters. There were also 53 voters designated Libertarians, 7 voters designated Socialists, 23 voters designated Interdependent Third Party, 3 voters designated Green Party USA, 1 voter designated New World Council, and 5 voters designated Rainbow Coalition. Cards were mailed to voters acknowledging receipt of change or cancellation of political party enrollments.

Throughout the year, daily sessions for registration of voters were held during regular business hours in the Office of the Town Clerk. Special sessions were also held until 8:00 P.M. on the last day to register voters for the Annual Town Election and Special Town Election (Debt Exclusion).

The provisions of the so-called "Motor Voter" Bill permitted mail-in voter registration and eliminated the requirement that special evening and Saturday sessions for the registration of voters be held except for the final day prior to the deadline for registration for primaries and elections. Special forms for mail-in voter registration were made available at various locations throughout Arlington and all other cities and towns in the State.

In addition, persons were allowed to fill out voter registration affidavits at public offices throughout Massachusetts, such as the Registry of Motor Vehicles, Social Security, Welfare, Medicaid, Food Stamps, Military Recruitment Offices and other State and Federal offices. These affidavits were forwarded through the computer or by mail to the Registrars of Voters or Election Commissioners of the voters' places of residence.

TOWN CLERK AND ELECTIONS

As required by law, acknowledgment forms were forwarded to persons whom registered to vote at special locations, or mailed in registration affidavits, notifying them of their precincts and voting places.

The Board certified 4,812 voter signatures appearing on nomination papers filed by or in behalf of candidates seeking offices at the Annual Town Election and Special Town Election. This also includes petitions for referenda to be placed on the 1998 State Election ballot, petitions for articles to be inserted in the warrant for the 1997 Annual and Special Town Meetings, petitions for the Recount of the Special Town Election (Debt Exclusion) and 621applications for absentee ballots for the Annual Town Election and Special Town Election. After nomination papers for the Annual Town Election had been certified by the Registrars of Voters and filed with the Town Clerk, the Registrars of Voters held a meeting to draw names for the order of position on the official ballot for the election, as required by law.

A recount of the votes cast on the referendum question (Debt Exclusion) at the Special Town Election on June 10, 1997 was held on June 25, 1997 in response to the petitions requesting same which were filed with this office. For this recount sixteen election officers, the Registrars of Voters and the Assistant Registrars were on duty. Each Question Committee Chairperson was notified of the date, time and place of the Recount and of the provision of law, which permitted them to have counsel and one observer for each election officer counting votes. The results of the recount were immediately forwarded to the Department of Revenue.

During the year, the information contained on approximately 25,000 listing slips of residents of the Town on January 1 was transferred to their individual master cards. These cards provide a complete official record of residence for all persons seventeen years of age or older from the time they first become residents of the Town. From such information, certificates of residence are issued daily to establish eligibility for attendance at state and regional schools, colleges and universities, receipt of old age assistance, veterans' services social security, employment in state or federal civil service, and for many other purposes.

During the Annual Town Election and Special Town Election, the Registrars of Voters were in session throughout the entire time the polls were open to assist voters who had questions relating to registration, name and/or address changes, precincts, polling places, and other problems arising during that time. After the polls closed, the Registrars assisted in the tabulation of the punchcard ballots returned by Wardens and Clerks until the final results were announced.

Registered Voters' Certificates were issued throughout the year from the Board's records for identification purposes and for proof of citizenship.

Our sincere appreciation is extended to June Walsh, Paula Lee and Janice Weber, Assistant Registrars of Voters, for their loyal and conscientious performance throughout the year. During the year, Paula M. Lee retired and Janice Weber was appointed in her place as an Assistant Registrar of Voters.

VOTING RESULTS

ARLINGTON TOWN ELECTION, April 5, 1997

Voting Results
Total of Ballots Cast – 7,500 plus 2 hand count (27% of total registered voters ~ 27,492)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
	199	427	252	275	274	279	285	427	401	488	420	584	446	312	398	413	180	351	458	311	320	7,500
Hand count:					1		1															2

Selectmen for Three Years (2)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Diane M. Mahon	106	117	113	144	97	89	111	99	112	178	110	244	92	121	101	110	55	99	136	87	88	2,409
*Kathleen Kiely Dias	58	116	85	72	93	96	90	179	147	155	158	199	166	119	147	152	65	134	148	107	115	2,601
*John W. Hurd	91	283	115	123	136	103	139	56	216	101	129	162	179	79	157	120	59	146	160	129	137	2,820
Linda K. Olsen	35	66	47	54	34	57	63	222	93	198	154	206	140	108	133	180	68	126	194	76	111	2,365
Paul Schlichtman	7	36	29	25	22	54	37	72	28	101	37	87	57	37	44	49	14	42	55	30	44	907
Jeffrey Anderson	3	3	2	1	8	4	4	5	7	10	3	13	7	2	4	9	2	4	3	5	1	100
Brian P. Gaffey	12	22	17	20	18	26	28	11	22	26	39	46	29	22	21	45	10	17	26	22	21	500
Douglas J. Howard	26	49	23	36	34	41	23	51	43	53	64	63	67	32	55	54	22	42	43	58	37	916
Others						2	1				1					1						5
Blanks	60	162	73	75	108	86	76	159	134	154	145	148	155	104	134	106	65	92	151	108	86	2,381

Assessor for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Kevin P. Feeley	124	270	175	189	202	189	195	218	274	300	278	360	288	191	244	282	122	239	289	186	189	4,804
Others										1												1
Blanks	75	157	77	86	73	90	91	209	127	187	142	224	158	121	154	131	58	112	169	125	131	2,697

School Committee for Three Years (2)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Denis J. Sullivan	116	218	144	160	154	160	175	224	245	285	248	332	260	183	222	245	101	199	237	168	163	4,239
*David W. McKenna	103	253	172	172	178	179	172	181	250	265	246	339	258	175	242	247	115	213	308	175	199	4,442
Others			1			1	2	2		1			2					1	1		1	12
Blanks	179	383	187	218	218	218	223	447	307	425	346	497	372	266	332	334	144	289	370	279	277	6,311

TOWN CLERK AND ELECTIONS

TOWN MEETING MEMBERS

PRECINCT ONE – THREE YEARS (4)

*Pauline R. Jones, 63 Sunnyside Avenue	141
*Stuart P. Cleinman, 111 Sunnyside Avenue	131
Blanks	524

PRECINCT ONE – TWO YEARS (4)
(to fill vacancy)

*Chris K. Barry-Smith, 37 Silk Street	145
*Lucilia Prates, 59 Sunnyside Avenue	1
*Martin W. Cuddy, 6 Patrick Street	1
Blanks	649

PRECINCT TWO – THREE YEARS (4)

*Lawrence M. Sarraga, 99 Lake Street	226
*Michael A. Caggiano, 9 Putnam Road	265
*Steven Cella, 99 Spy Pond Parkway	251
*Peter J. Fiore, 58 Mott Street	249
Blanks	717

PRECINCT THREE – THREE YEARS (4)

*George Piandes, 39 Winter Street	156
*William H. Barrett, 16 Cleveland Street	168
*John A. Ferrante, Jr., 38 Waldo Road	165
*Robin M. Dratch, 70 Teel Street	149
Blanks	370

PRECINCT THREE – TWO YEARS (1)
(to fill vacancy)

*Jean M. Griffin, 42 Oxford Street	2
J. Hunter Barr, 23 Windsor Street	1
Blanks	249

PRECINCT THREE – ONE YEAR (1)
(to fill vacancy)

*Russell J. Bartash, 21 Cottage Avenue	8
Jean Griffin, 42 Oxford Street	1
J. Hunter Barr, 23 Windsor Street	1
Blanks	242

PRECINCT FOUR – Three Years (4)

*Laurie A. Marshall, 74 Varnum Street	166
*Brian D. O'Neill, 49 Fairmont Street	177
*Diana Napoli Wesoloski, 20 Melrose Street	179
*Daniel Costa, 96 Varnum Street	181
Blanks	397

PRECINCT FOUR – ONE YEAR (3)
(to fill vacancies)

*Paul J. Comeau, 34 Fairmont Street	1
Blanks	824

PRECINCT FIVE – THREE YEARS (4)

*Helen E. Chinal, 11River Street	185
*Kenneth W. Mackenzie, 33 Bowdoin Street	175
*Larry Gumb, 150 Mystic Valley Parkway	153
*Patricia J. S. McCarthy, 90 Palmer Street	2
Blanks	585

PRECINCT FIVE – TWO YEARS (2)
(to fill vacancies)

*Mary M. Dodge, 38 Beacon Street	202
*Jodi B. Wallo, 34 Dartmouth Street	157
Blanks	191

PRECINCT FIVE – ONE YEAR (1)
(to fill vacancy)

*Denise A. VanBurik, 62 Beacon Street	190
Blanks	85

PRECINCT SIX – THREE YEARS (4)

*Richard B. Murray, 38 Marion Road	205
*Ronald A. Nigro, 382 Massachusetts Avenue	192
*Sarah Walcott, 80 Pleasant Street	156
*Philip J. McGovern, 230 Massachusetts Ave.	44
Others	6
Blanks	513

PRECINCT SIX – ONE YEAR (1)

*Mary Lou Rossano-Collier, 14 Wellington St.	180
Others	7
Blanks	92

PRECINCT SEVEN – THREE YEARS (4)

*Peter Villandry, 63 Tufts Street	200
*Sheri A. Baron, 10 Raleigh Street	173
*Rosita R. Kearney, 100 Everett Street	2
Others	5

PRECINCT SEVEN – TWO YEARS (1)
(to fill vacancy)

*Walter R. Smith, 19 Tufts Street	201
Blanks	85

PRECINCT SEVEN – ONE YEAR (1)
(to fill vacancy)

*Theodore W. Sharpe, 51 Palmer Street	7
Others	7
Blanks	272

PRECINCT EIGHT – THREE YEARS (4)

David G. Pearson, 15 Jason Street	97
*Patricia B. Worden, 27 Jason Street	252
*John D. Leone, 51 Irving Street	223
*John A. FitzMaurice, 17 Lakeview	159
Eugene B. Benson, 16 Hillsdale Road	150
*Elizabeth L. Baldwin, 107 Jason Street	204
Blanks	622

PRECINCT EIGHT – ONE YEAR (1)
(to fill vacancy)

*Carma D. Forgie, 11 Stony Brook Road	141
George S. Gordon Jr., 22 Irving Street	95
Robert L. Fredieu Jr., 111 Pleasant Street	61
Blanks	130

PRECINCT NINE – THREE YEARS (4)

*Robert E. Herlihy, 51 Maynard Street	272
*Nanci L. Ortwein, 135 Medford Street	251
*Edward W. Murphy Jr., 31 Sherborn Street	275
*Norman C. Towle, 22 Franklin Street	226
Blanks	580

PRECINCT NINE – ONE YEAR (1)
(to fill vacancy)

*Philip L. Budne, 35 Central Street	9
Others	1
Blanks	391

PRECINCT TEN – THREE YEARS (4)

*Frank W. Tessitore, 222 Highland Avenue	254
*William J. Kenney Jr., 178 Newport Street	256
*Nancy N. Tiedeman, 46 Bailey Road	252
Edward G. Marullo, 7 Pleasant View Road	188
*Thomas E. Rawson, 18 Gloucester Street	248
Others	1
Blanks	753

PRECINCT TEN – ONE YEAR (1)
(to fill vacancy)

*Susan D. Beltran, 21 Highland Avenue	318
Blanks	170

PRECINCT ELEVEN – THREE YEARS (4)

*Agnes Piandes, 10 Parker Road	237
*William J. Maytum, 25 Ridge Street	252
*Steven H. O'Riordan, 21 Oak Hill Drive	263
*Pasquale D. Oppedisano, 102 Stowecroft Rd.	289
Blanks	639

PRECINCT TWELVE – THREE YEARS (4)

*Mary Megson, 24 Collidge Road	381
*Robert G. McInnes, 7 Gray Circle	347
*Judith Epstein Leich, 53 Pine Ridge Road	338
*Jacqueline Harrington, 52 Kenilworth Road	384
Douglas J. Howard, 4Kkenilworth Road	209
Blanks	677

PRECINCT THIRTEEN – THREE YEARS (4)

Fay Hom Lee, 35 Melvin Road	193
*Marie A. Krepelka, 12 Mohawk Road	286
*James F. Doherty, 11 Moccasin Path	232
*Christopher Gibbons, 62 Tomahawk Road	211
*Joan E. Hurd, 267 Ridge Street	243
Blanks	619

PRECINCT FOURTEEN – THREE YEARS (4)

*Diane M. Mahon, 23 Howard Street	208
*Gwenyth R. Hooper, 1 School Street	187
*Charles J. Balyozian, 19 Scituate Street	168
*Daniel A.Grabauskas, 1184 Massachusetts Ave.	160
Others	1
Blanks	524

PRECINCT FOURTEEN – TWO YEARS (1)
(to fill vacancy)

*Cynthia E. Balyozian, 19 Scituate Street	191
Others	1
Blanks	120

PRECINCT FIFTEEN – THREE YEARS (4)

*Paul M. Doherty, 26 Oak Hill Drive	247
*Richard Damon, 35 Stone Road	215
*Edward Starr, 7 Twin Circle Drive	202
*Charles N. Chamallas, 41 Candia Street	207
Blanks	721

PRECINCT FIFTEEN – TWO YEARS (1)
(to fill vacancy)

William E. Sommerfeld, 185 Summer Street	103
*Nathan S. Turner, 68 Dickson Avenue	185
Blanks	110

PRECINCT SIXTEEN – THREE YEARS (4)

*Allen W. Reedy, 153 Renfrew Street	250
James Convery, 6 Dow Avenue	183
*Susan Anne Brent, 100 Appleton Street	232
*Richard S. Phelps, 77 Oakland Avenue	232
*Coburn Bennett, 141 Hillside Avenue	217
Blanks	538

PRECINCT SIXTEEN – ONE YEAR (1)
(to fill vacancy)

*James Convery, 6 Dow Avenue	275
Blanks	138

PRECINCT SEVENTEEN – THREE YEARS (4)

*Clifford I. Milligan, 1 Watermill Place	116
*Angela M. Olszewski, 1 Watermill Place	110
*Ann LeRoyer, 12 Peirce Street	121
Blanks	373

PRECINCT SEVENTEEN – TWO YEARS (2)
(to fill vacancy)

*John R. Leonard, 1 Viking Court	124
Blanks	236

PRECINCT EIGHTEEN – THREE YEARS (4)

*Stephen J. Andrew, 16 Wadsworth Road	240
*Carolyn Marie Parsons, 23 Brewster Road	216
*Brian Terence White, 21 Piedmont Street	208
*David E. Hadley, 202 Sylvia Street	16
Others	3
Blanks	721

PRECINCT NINETEEN – THREE YEARS (4)

David H. Kaye, 39 Brand Street	169
*Leo F. Doherty Jr., 8 Gay Street	172
*Christine P. Deshler, 65 Huntington Road	200
Brian D. Mulvey, 16 Edmund Road	166
*Christopher G. Warren, 91 Thesda Street	244
*Richard L. Carreiro, 211 Forest Street	173

*Richard L. Carreiro, 211 Forest Street	173
Blanks	708

PRECINCT TWENTY – THREE YEARS

*Raymond J. Robertson, 41 Wilbur Avenue	189
*Anne P. Marks, 36 Tanager Street	194
*Robert L. Tosi, 14 Inverness Road	201
*John T. Kohl, 8 Lorne Road	162
Others	1
Blanks	498

PRECINCT TWENTY-ONE – THREE YEARS (4)

*Michael J. Angotti, 76 Westmoreland Avenue	176
* Martha I. Scott, 90 Alpine Street	196
*Owen R. Carrigan, 85 Sunset Road	197
*Harry P. McCabe, 92 Madison Avenue	193
Blanks	518

PRECINCT TWENTY-ONE – ONE YEAR (1)
(to fill vacancy)

*Margaret C. Seeger, 78 Madison Avenue	202
Blanks	118

Town Officials and Committees as of December 31, 1997

Elected by Arlington's Citizens

Board of Selectmen

Kevin F. Greeley, Chair, 36 Hathaway Circle	1998
Charles Lyons, 82 Hathaway Circle	1999
Stephen J. Gilligan, 77 Falmouth Road	1999
Kathleen Kiely Dias, 26 Addison Street	2000
John W. Hurd, 28 Colonial Drive	2000

Moderator

John L. Worden III, 27 Jason Street	1998

Town Clerk

Corinne M. Rainville, 745 Summer Street	1999

Town Treasurer

John J. Bilafer, 15 Victoria Road	1999

Board of Assessors

Maurice H. O'Connell, Chair, 2 Old Colony Road	1999
James F. Doherty, 6 Highland Avenue	1998
Kevin P. Feeley, 25 Baker Road	2000

School Committee

Barbara C. Goodman,Chair, 31 Walnut Street	1999
Carolyn E. Simmons, 789 Concord Turnpike	1999
Martin Thrope, 348 Gray Street	1999
William A. Carey, Jr., 155 Lake Street	1998
Michael Healy, Chair, 1 Hodge Road	1998
David W. McKenna, 77 Sunset Road	2000
Denis Sullivan, 21 Jean Street	2000

Arlington Housing Authority

John F. Cusack, Chair, 61 Spy Pond Lane	1998
John Griffin, 21 Peirce Street	1999
Freeland Abbott, 104 Madison Avenue	2000
*James K. Ferraro, Chair, 24 Grafton Street	2001
Thomas Yewcic, 31 Cherokee Road	2001

*Appointed by Governor

Appointed by Town Moderator

Finance Committee*

Name (Precinct)	Term
Allan Tosti, Chair (3)	2000
Charles T. Foskett, Vice Chair (8)	1998
Abigail DuBois, Vice Chair (5)	1999
Richard C. Fanning, Vice Chair (15)	2000
Peter B. Howard, Secretary (10)	1999

Finance Committee - continued

Erin Phelps (1)	1998
Stephen W. Decourcey (2)	1998
Peter Villandry (7)	1998
George Kocur (11)	1998
John J. Deyst, Jr. (13)	1998
Johanna Gurland (14)	1998
Mary I. Ronan (18)	1998
Robert P. Scoppettuolo (4)	1999
Daniel M. O'Neill (16)	1999
Zavan A. Mazmanian (17)	1999
Robert L. Tosi, Jr. (20)	1999
Sidney Feinleib (6)	2000
Mary M. Franclemont (9)	2000
Kenneth J. Simmons (12)	2000
Paul E. Olsen (19)	2000
John Mahoney (21)	2000

*Appointed by the Town Moderator, Chairman of the Finance Committee, and the Board of Trust Fund Commissioners.

Minuteman Regional Vocational School Committee Representative
Paul Schlichtman

Senior Citizen Tax Rebate Program
Harry Barber, 12 Shelley Road
Elsie C. Fiore, 58 Mott Street
Nancy G. Higgins, 86 High Haith Road
Lynne McCluskey, Two Memorial Way

Long Range Financial Planning Committee
John J. Bilafer, Town Treasurer
Kathleen Donovan, Superintendent of Schools
Nancy T.Galkowski, Deputy Town Manager
Maurice H. O'Connell, Assessor
Angela Olszewski, One Watermill Place
Allen W. Reedy, 153 Renfrew Street
William Shea, 9 Lincoln Street
R. Bruce Wheltle, 94 Coolidge Road
Patricia B. Worden, 27 Jason Street
John A. Fitzmaurice, 17 Lakeview

Bylaw Recodification Study Committee
John T. Kohl, 9 Lorne Road
John F. Maher, Town Counsel
Diane M. Mahon, 23 Howard Street
Kevin O'Brien, Asst. Director, Planning and Community Development
John L. Worden III, 27 Jason Street

Health Care Funding Task Force
Donald R. Marquis, Town Manager
John J. Bilafer, Town Treasurer
Charles Lyons, Selectmen
Daniel D. Strassberg, 44 Dow Avenue
Martin Thrope, 348 Gray Street
John F. Britt, Assistant Superintendent of Schools

Infrastructure Working Group
Donald R. Marquis, Town Manager
Alan McClennen, Jr., Planning Director
Richard B. Murray, Selectmen
Janice A. Bakey, School Committee
John J. Bilafer, Town Treasurer
Charles Foskett, Capital Planning Committee
Allan Tosti, Finance Committee
Stanley Benulis, Capital Planning Committee
Charles Lyons, Selectmen
Carolyn Simmons, School Committee
William Shea, Permanent Town Building Committee

Arlington Recycling Committee

Suzanne W. Lijek, Co-Chair	2000
Margaret Seegar, Co-Chair	2000
Mark Shea	1997
Freeland Abbott	1998
Beverly Brinkerhoff	1998
Judy Richman	1998
Angela Taylor	1999
Marshall Otter	1999
Gerald F. Murphy	2000

Town Meeting Procedures Committee

Richard S. Phelps	1996
Owen R. Carrigan	1997
John L. Worden III	1998

Appointed by the Board of Selectmen

Town Manager

Donald R. Marquis	1998

Comptroller & Coordinator of Data Processing

A.L. Minervini, Jr.	1998

Board Administrator
Caryn E. Cove

Arlington Arts Council

Jill Aszling,Chair	1998
Christine Deshler	1998
Patricia O'Donoghue	1998
Pasquale Tassone	1998
Kathleen Phelps	1998
Carol Mahoney	1998
Anne LaCourt	1999
Lynn Korenbaum	1999

Arlington Arts Council Continued
Phyllis Spence, Associate
Nancy Crasco, Associate
Jane Howard, Associate

Zoning Board of Appeals	**Term**
Mary Winstanley O'Connor, Chair	1999
Teresa Walsh Habib, Esq.	1999
Marshall K. Audin	1997
Joseph F. Tulimieri, Associate	1997
Patrick D. Dignan, Associate	1998

Board of Registrars of Voters

William P. Forristall, Chair	1999
Frederick J. Sennott, Jr.	1998
Corinne M. Rainville	1999
Florence McGee	2000

Historic District Commissions

Samuel B. Knight, Chair	2000
Mary Trvalik, Vice-Chair	2000
John L. Worden III, Secretary	2000
Marshall K. Audin	1998
Jane Drake Piechota	1998
Robert Botterio	1999
Andrea Alberg	1998
Laura Ford	1999
Michael Logan	1999
Beth Cohen	2000
Lynn Sternbergh	2000
Len Kuhn	2000

Kathy Cuoco, Executive Secretary

Arlington Preservation Fund
John L. Worden III, President
Charlene Lemnios, Secretary
Harold Goldsmith, Treasurer
Thomas Wray Falwell
Andrew Fischer
Clark L. Griffith
Violet B. Harp
Gayle C. Kiely
Alan McClennen, Jr.
Daniel A. Xenos

Fair Housing Advisory Committee
Nick Minton, Chair
Carol Forbes
Marcie Manos
Stephen J. Gilligan
Pearl Morrison
Anita Howard
Franklin W. Hurd, Jr.
Timothy Lordan
Loretta Chaisson-Tkacs
Wilson Henderson
Adele Kraus
Julia Acquaah-Harrison
Deborah Chang, Fair Housing/Human Rights Director

Public Memorial Committee
Al Salipante
Franklin W. Hurd, Jr.
Wilfred St. Martin
Barbara Weber

Cyrus Dallin Art Museum Board of Trustees

David Formanek	1998
Geraldine Tremblay	1998
Win Barnard	1998
Susana Forster Castillo	1999
Perry King Neubauer	1999
James P. McGough	1999
Richard Bowler	2000
Ann M. Bowler	2000

Appointed by the Town Manager

Town Manager's Office
Nancy T. Galkowski,
Deputy Town Manager
Teresa H. DeBenedictis,
Assistant Town Manager/Purchasing Agent

Legal
John F. Maher, Town Counsel
Edward M. Marlenga,
Workers' Compensation Agent

Planning and Community Development
Alan McClennen, Jr., Director

Community Safety
Eugene V. Del Gaizo,
Director of Police Services
Perry Cayton,
Director of Fire Services

Libraries
Maryellen Remmert-Loud, Director

Public Works
Teresa H. DeBenedictis, Acting Director

Human Services
Patsy Kraemer, Administrator

Personnel/Affirmative Action
John D.Dunlap, Director

Council on Aging
John Jope, Executive Secretary

Veterans' Services
John Collins, Agent
Weights and Measures
Douglas Peters, Sealer

Public Health
Marie Walsh, Director

Recreation Division
Deborah Hayes, Superintendent

Veterans' Memorial Sports Center
Robert McKeown, Manager

Appointed by the Town Manager subject to the approval of the Board of Selectmen

Redevelopment Board

Nora Mann, Chair	1999
Edward T. M. Tsoi	1995
*John A. FitzMaurice	1997
Margaret Spengler	1998
Barry Faulkner	2000

*Appointed by the Governor

Board of Health

Carole E. Allen, M.D., Chair	1999
Alan J. Wright, D.M.D.	1998
Gregory Leonardos	2000

Board of Library Trustees

Frank Donnelly, Chair	1998
David Castiglioni	1994
Joyce H. Radochia	1995
Barbara Muldoon	1996
Patricia Deal	1999
Katharine Lawrence	1999
Robert McKersie	1999

Park and Recreation Commission

Donald Vitters, Chair	2000
Mary E. Tegan	1999
Bernice Jones	2000
Joseph P. Carabello	2000
Joseph G. Keeffe, Jr.	2000

Board of Youth Services

Larry Greco, Chair	1999
Mary Deyst	1998
Donna Dolan	1998
Jean Donahue	1999
Carlene Newell	1999
Dorothy Williams	1999
Elaine Shea	1999
John E. Bowler	2000
James Long	2000
Joan Robbio	2000

David McKenna, ex-officio
Patsy Kraemer, ex-officio
Elizabeth Oppedisano, ex-officio

TOWN DIRECTORY

Affirmative Action Advisory Committee
Adrienne McClure, Co-Chair
Barbara Boltz, Co-Chair
Augusta Haydock
Jack Jones
Elaine Maclachlan
Howard B. Winkler
Dr. Franz J. Browne, Ex Officio

Personnel Board

Cynthia Gallagher, Chair	1999
Diane Morais	1999
Richard Terry	2000

Historical Commission

Robert J. Botterio, Chair	1998
Jane Becker	1998
JoAnne Robinson	1998
A. Michael Ruderman	1998
Richard Duffy	2000
Pamela Meister	2000
Beth F. Cohen	2000

Council on Aging

Alex L. Moschella, Chair	2000
Mildred M. Hurd	1998
Janelle Kennedy Slobodkin	1998
Kathleen D. McMahon	1998
Harry Barber	1999
Dominic Santosuosso	1999
Philip A. Mercandetti	1999
Harry P. McCabe	1999
Richard Murray	2000

Conservation Commission

Susan Brent, Chair	1999
Judith Hodges	1998
Geraldine Tremblay	1998

Conservation Commission (Continued)

Dr. Philip M. Rury	1994
Richard H. Bowler	1999
Carol Kowalski	2000
Stephen Mattingly	2000

Ann Harrer, Conservation Administrator

Board of Cemetery Commissioners

Robert W. Totten, Chair	1998
Edward W. Murphy	1999
Bernard J. Smith	2000

Board of Trust Fund Commissioners

Timothy F. Lordan, Chair	1999
Donald Reenstierna	1998
Ronald Nigro	1999

Constables

Richard Boyle, 1 Mott Street	1999
Vincent A. Natale, Jr., 215 Forest Street	1999
Richard F. Ronan, Arlington Housing Authority	1998

Commission on Disability

Julia Devlin, Chair	2000
Thomas Boudreau	1998
Barbara Cutler	1999
Francis Donnelly	1999
Alan McClennen Jr.	1999
Barbara Arsenault	1999
Jan Tobin	1999
Joseph D. Giurleo	1999
Lin Baker	2000

Open Space Committee

Patsy Kraemer	1998
Mark Shea	1998
Robert Totten	1998
Karsten Hartel	1999
Carol Kowalski	1999
Alan McClennen, Jr.	1999
Clarissa Rowe	1999
Susan Brent	2000
Barry Faulkner	2000
Bernice Jones	2000

Various Appointing Authorities

Capital Planning Committee
Charles T. Foskett, Chair
Stanley Benulis
John J. Bilafer
John Britt
John A. FitzMaurice
Nancy T. Galkowski
Anthony T. Lionetta
A.L. Minervini Jr.
Barbara Thornton

Human Rights Commission
Christopher Kita, Chair
Sheri A. Baron, Vice-Chair
Roger Rosen
Susan P. McHugh
Anthony R. Apicella
Jansen Chang
Christine Deshler
A. Nick Minton
William Shea
James Webster
Patricia Worden
Christine C. Carney

Board of Examiners

Walter H. Weidner, Jr., Chair	1998
Jeremiah S. Yankauskas	1998
Ara H. Demurjian	1998
John R. Roma	2000

Permanent Town Building Committee
William Shea, Chair
Dominic Vecchione, Vice-Chair
Donald R. Marquis
Kay Donovan
Charles Stretton
Martin Thrope
Teresa H. DeBenedictis
Francis Sonnenberg
James Doherty
John Cole

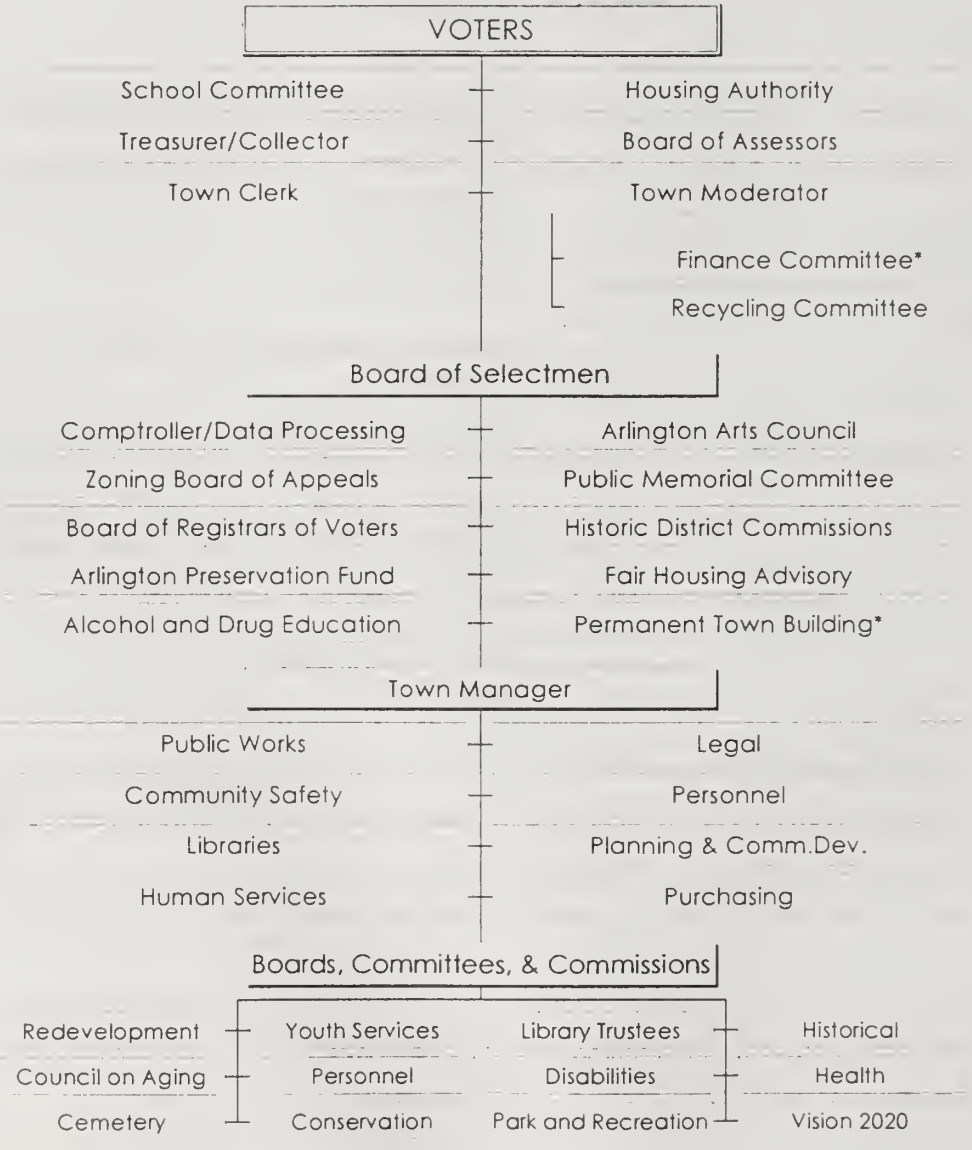
Town of Arlington Scholarship Fund
John J. Bilafer
Sister Catherine Clifford
Peter J. Fiore
Ronald Fitzgerald
Charles J. McCarthy, Jr.

Vision 2020 Standing Committee
Jane Howard, co-chair
Alan McClennen,Jr., co-chair
Michael Angotti
Eugene Benson
Sr. Elizabeth Cawley, CSJ
Kathleen Donovan
Abigail DuBois
Sidney Feinleib
Andrew Fischer
John FitzMaurice
Stephen Gilligan
Karsten Hartel
William Hartigan

Vision 2020 Standing Committee (Continued)
Ann Kegel
Peter Manning
Donald R. Marquis
Cheryl Miller
Linda Olsen
Angela Olszewski
Justin Pasquariello
Tom Rawson
Allen Reedy
Emily Sample
William Shea
Loretta St. Louis
Miriam Stein
William Sovie
Edward Starr
Martin Thrope
Jonathan Vogan
Patricia Watson
William Winder
John L. Worden III

Millennium Celebration Committee
John J. Bilafer
Corrinne M. Rainville
John L. Worden III
William A. Carey Jr.
James F. Doherty
Kathleen A. Meloy
Nancy M. Gilligan
Sheri A. Baron
Peter V. Villandry
Lawrence M. Sarraga
Walter R. Smith

Town of Arlington Organization Chart



* *Finance Committee - Appointed by Moderator, Chair of Finance Committee and Board of Trust Fund Commissioners*

Permanent Town Building Committee - Appointed by Chairs of Board of Selectmen, School Committee & Finance Committee

ARLINGTON INFORMATION

INCORPORATION The Town of Arlington was originally settled in 1635 as a village under the name Menotomy. In 1807, the Town and a section of what is now Belmont were set off from Cambridge and incorporated as West Cambridge. In 1867, the name was changed to Arlington in honor of the heroes buried at Arlington National Cemetery in Arlington, Virginia.

POPULATION

1970 (Federal Census)	52,720
1975 (State Census)	50,223
1980 (Federal Census)	48,219
1985 (State Census)	46,465
1990 (Federal Census)	44,630

LOCATION Arlington is situated six miles northwest of Boston, in latitude 42 degrees 25 minutes north; longitude 71 degrees 09 minutes west. The Town is bordered on the north by Winchester, on the east by Medford and Somerville, on the south by Cambridge and Belmont and on the west by Lexington.

ELEVATION The Town elevation above mean tide ranges from a low of 4 feet to high of 377 feet. Elevations include 10 feet at Massachusetts Avenue and the Cambridge line, 48 feet at Massachusetts Avenue and Pleasant Street, 155 feet at Massachusetts Avenue and Park Avenue, 281 feet at Crescent Hill Avenue and Park Place, and 377 feet at Park Circle and Eastern Avenue.

AREA Arlington covers 3,518 acres or 5.5 square miles of which 286 acres are covered by water. There are 158 acres of parkland owned by the Town and 52 acres under the control of the Metropolitan District Commission. Fifty-one acres of the land area are devoted to cemeteries.

FORM OF GOVERNMENT The Town of Arlington is governed by the "Town Manager Act of the Town of Arlington, Massachusetts", the "By-Laws of the Town of Arlington", and Massachusetts General Laws Chapter 43A, "Standard Form of Representative Town Meeting Government". The executive branch is made up of a five-member Board of Selectmen elected at large. The Board hires a professional manager to administer the daily operations of the government. The legislative branch is a Town Meeting made up of 252 representatives, elected from each of the twenty-one precincts in Town. Arlington is also a member of the 7th Massachusetts Congressional District, 4th Middlesex State Senatorial District, and the 25th and 26th Middlesex State Representative Districts.

INFRASTRUCTURE There are 95 miles of public streets and town ways, 24 miles of private streets open for travel, 6 miles of state highways and parkways, and 3.2 miles of paper streets. The permanent water system consists of 131 miles, and the sewer system consists of 117 miles. There are 77 miles in the Town's storm drain system, and the Town maintains 3,682 catch basins.

TRANSPORTATION Arlington is bounded on the south by Route 2, a major transportation route allowing access to Boston and the western part of Massachusetts. Arlington is also a short distance from Interstate Routes 93 and 95. Other major routes that go through the town are Routes 2A and 3. Public transportation is provided through the Massachusetts Bay Transit Authority (MBTA) servicing the Greater Boston area with bus service and a subway system. Closest access to the subway system is through the Alewife Station located just over the Arlington border in Cambridge.

EDUCATION The Town of Arlington operates an excellent school system with seven elementary schools, one middle school and Arlington High School. The elementary schools are: Bishop School, 25 Columbia Road; Brackett School, 66 Eastern Avenue; Dallin School, 185 Florence Avenue; Hardy School, 52 Lake Street; Peirce School, 85 Park Avenue Extension; Stratton School, 180 Mountain Avenue, and Thompson School, 70 North Union Street. The Ottoson Middle School is located at 63 Acton Street. Arlington High School is located at 869 Massachusetts Avenue.

ARLINGTON REFERENCE GUIDE

TOWN OF ARLINGTON TELEPHONE REFERENCE GUIDE

To Reach All Town Offices: 781-646-1000

Office	Extension
Assessors	4033
Cemetery	641-5483
Civil Defense	5055
Clerk	4050
Comptroller	4041
Consumer Affairs	4500
Council on Aging	4720
TDD Phone	648-8130
Council on Alcohol Education	4508
Data Processing	3180
Engineering	5260
Fair Housing	4118
Fire (Non-Emergency)	643-4000
Fire Prevention	5056
Health	4516
Human Services	4500
Inspections	5250
Legal	4700
Libraries	4300
(Nights and Weekends call 641-4884)	
Fox Library	641-5490
Parking Clerk	4018
Personnel	4117
Planning & Community Dev.	4130

Office	Extension
Police (Non-Emergency)	643-1212
Public Works:	
Administration at Town Hall	4080
Town Yard at Grove Street	5200
(Nights and Weekends call 641-4880)	
(Water/Sewer Nights/Weekends call 641-4881)	
Recreation	641-5492
Redevelopment Board	4130
Registrars of Voters	4055
Sealer of Weights & Measures	4516
Selectmen	4060
Town Manager	4000
Treasurer/Tax Collector	4011
Veterans' Services	4511
Zoning Board of Appeals	5258

ARLINGTON PUBLIC SCHOOLS
869 MASSACHUSETTS AVENUE

To Reach All School Offices: 781-646-1000

NO SCHOOL ANNOUNCEMENTS: Broadcast on WBZ (1030), WEEI (850), and WCVB-TV (Channel 5). Fire Whistle sounds at 6:30 A.M. for No School at Junior and Senior High Schools, at 7:45 A.M. for No School at the Elementary Schools.

STATE AND FEDERAL LEGISLATORS

Senator Robert Havern (4th Middlesex District) Room 513, State House Boston, MA 02133	617-722-1432
Representative James Marzilli (25th Middlesex District) Room 33, State House Boston, MA 02133	617-722-2060
Representative Anne Paulsen (26th Middlesex District) Room 23, State House Boston, MA 02133	617-722-2140
Senator Edward M. Kennedy 2400 J.F.K. Building Boston, MA 02203	617-565-3170
Senator John F. Kerry 1 Bowdoin Square 10th Floor Boston, MA 02114	617-565-8519
Representative Edward J. Markey 5 High Street, Suite 101 Medford, MA 02155	781-396-2900

OTHER PUBLIC SERVICES

Arlington Advocate	643-7900
Arlington Boys and Girls Club	648-1617
Arlington Chamber of Commerce	643-4600
Arlington Historical Society	648-4300
Arlington Housing Authority	646-3400
Arlington Senior Center	646-1000 Ext.4740
Boston Edison (Emergency)	617-375-6667
Boston Gas (Leaks)	1-800-231-5325
Center for Mental Health	646-7300
MediaOne	876-3939
Jason Russell House/ Smith Museum	648-4300
Logan International Airport (Public Info)	617-561-1800
Mass. Bay Transit Authority (Route Info)	617-722-3200
Mass. Water Resources Authority (24 Hour Emergency)	617-727-5274
Middlesex County Offices	617-494-4000
Minuteman Regional High School	861-6500
Post Office (Arlington Center)	648-1940
Registry of Motor Vehicles	617-727-3723
Skating Rink	643-4800
Visiting Nurse and Community Health	643-6090
Youth Consultation Center:	
Office	641-5478
Hotline	643-1980

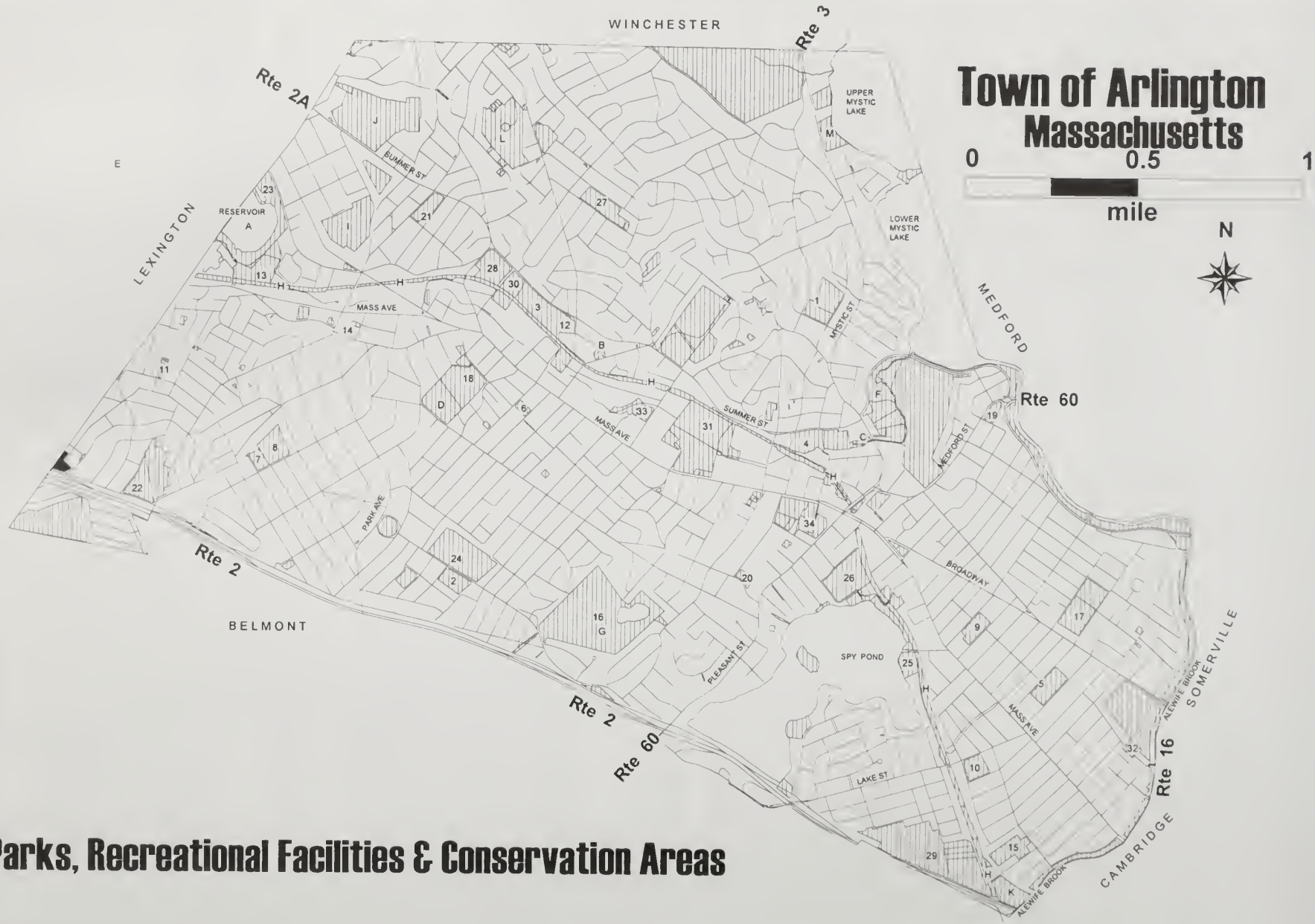
Town of Arlington

Recreational Facilities and Conservation / Park Areas

Map #	Location	Baseball	Basketball	Fields	Field Hockey	Football	Ice Skating	Playground	Sledding	Soccer	Softball / L.L.	Tennis	Tot Lot	Track	Water Facilities	Conservation/Park
1	Bishop School		1				1		1/2	1						
2	Brackett School		1													
3	Buck Field									1						
4	Buzzell Field		1				1			2 *						
5	Crosby School		1	1			1				4 1/2					
6	Cutter School						1									
7	Dallin School						1									
8	Florence Avenue Park						1		1	1						
9	Gibbs Junior High		1/2									2				
10	Hardy School		1				1									
11	Hibbert Street						1									
12	Hills Hill			1												
13	Hurd Field			1						2 *						
14	Locke School						1									
15	Magnolia Park						1		1							
16	Menotomy Rocks Park			1		x *	1									
17	North Union		1				1			2				1		
18	Ottoson Middle School									1						
19	Parallel Park		1				1									
20	Parmenter School						1									
21	Peirce School		1	1			1	x				1				
22	Poets Corner						1			1	1					
23	Reservoir Beach						1							1		
24	Robbins Farm/ Skyline Park						1	x	1/2	1	1					
25	Scannell-Santini Field									1						
26	Spy Pond Park	1					1	x	1		4					
27	Stratton School (Greeley St.)		1				1									
28	Summer Street Park	1 *	1		1		1									
29	Thorndike Field								2	2						
30	Veterans' Memorial Rink					1										
31	W.A. Peirce (AHS)	1	2 *			1				1			1			
32	Waldo Playground (Teele St.)						1									
33	Wellington Park (Grove St.)						1				5					
34	Whittemore Robbins House Grounds						1									
A	Arlington Reservoir															X
B	Brattle St. Conservation Area															X
C	Cooke's Hollow															X
D	Crusher Lot															X
E	Great Meadows															X
F	Meadow Brook Park															X
G	Menotomy Rocks Park															X
H	Minuteman Bikeway															X
I	Mt. Gilboa															X
J	Reed's Brook															X
K	Thorndike Street Wetlands															X
L	Turkey Hill															X
M	Window-on-the-Mystic															X

~Numbers correspond to map on other side.

~Lighted areas shown by *



Parks, Recreational Facilities & Conservation Areas